

**TOWN OF LEE, NEW HAMPSHIRE  
ANNUAL TOWN REPORT  
JUNE 30, 2019**



**A SPECIAL THANKS TO  
OUR FIRST RESPONDERS  
WHO NAVIGATE EMERGENCIES  
EVERY DAY IN ORDER TO KEEP US SAFE**

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## ELECTED OFFICIALS

### SELECT BOARD

Scott Bugbee, Chair	2020
John R. LaCourse	2021
Cary Brown	2022

### TOWN CLERK/TAX COLLECTOR

Linda L. Reinhold	2020
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### TREASURER

Benjamin Genes	2022
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### MODERATOR

Janice Neill	2020
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### ADVISORY BUDGET COMMITTEE

Thomas Murdoch, Chair	2022
Pat Barbour	2021
Scott Bugbee	2022
Brian Burke	2020
Rebecca Hawthorne	2021
Alice MacKinnon	2020

### CEMETERY TRUSTEES

Peter Hoyt, Chair	2022
Donna Eisenhard, Bookkeeper	2020
Jeff Liporto	2021

### LIBRARY TRUSTEES

Annamarie Gasowski, Chair	2021
Deborah Schanda, Vice Chair	2020
Camellia Knightly, Secretary	2022
Katrinka Pellecchia, Treasurer	2021
William Johnson	2020
Margaret Dolan, Alternate	2021

### SUPERVISORS of the CHECKLIST

Marian Kelsey, Chair	2024
Bambi Miller	2020
Gloria Quigley	2022

### TRUSTEES of the TRUST FUNDS

John Tappan, Chair	2020
Rebecca Hawthorne	2022
Karen Long	2021

## **TOWN DEPARTMENTS**

### **ADMINISTRATION**

Julie Glover, Town Administrator  
Denise Duval, Town Secretary  
Joanne Clancy, Finance Officer  
William Stevens, Building Maintenance Supervisor  
Kristin Cisneros, Building Maintenance Assistant  
Colleen Brewster, Accounting Assistant

### **ASSESSOR**

Municipal Resources Inc.

### **BUILDING INSPECTOR**

Bill Booth

### **CODE ENFORCEMENT, PLANNING & ZONING ADMINISTRATOR, HEALTH OFFICER**

Caren Rossi

### **EMERGENCY MANAGEMENT**

Scott Nemet, Director  
Caren Rossi, Deputy

### **FIRE & RESCUE DEPARTMENT OFFICERS**

Scott Nemet, Chief  
Jeff Liporto, Deputy Chief  
Emery Eaton, Lieutenant  
Rye Morrill, Lieutenant

### **PART-TIME FIREFIGHTER / EMTS**

Austin Arsenault	Richie McCarville	Scott McGrath	Mike Rose
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### **ON-CALL FIREFIGHTERS AND EMTS**

Benjamin Allen	Zachary Annis	Garrett Borrosh	Bill Brouse
Cody Heath	Peter Hoyt	Jesse Merrill	Scott Moreau
Bruce Morse	Jessie Murdoch	Kyle Pettinelli	Collette Poisson
Nathan Sanborn			

### **FOREST WARDENS**

Peter Hoyt, Warden  
Scott Nemet, Deputy  
Emery Eaton, Deputy  
Ben Allen, Deputy

## **TOWN DEPARTMENTS**

### **HIGHWAY DEPARTMENT**

Steve Bullek, Public Works Manager  
Warren Hatch  
Peter Hoyt  
Emery Eaton  
Richard Fleming  
Cheryl Geddis  
Jeremy Parent  
Randy Stevens

### **INFORMATION TECHNOLOGY**

Back Bay Networks of NH

### **LIBRARY**

Ruth Eifert, Library Director  
Michelle Stevens, Circulation Librarian/Assistant Librarian  
Cheryl Adams, Library Technician II  
Judy Belanger, Youth Services Librarian  
Adam Shlager, Library Technician I

### **POLICE DEPARTMENT**

Thomas Dronsfield, Chief  
Donald J. Laliberte, Lieutenant  
Annie E. Cole, Corporal  
John Brooks, Sr. Patrol  
Bryan Libby, Sr. Patrol  
Andrew Foss, Patrol  
Nick DiGaetano, Patrol  
Justin Doty, Patrol  
Noah Young, Patrol  
Robin M. Estee, Administrative Assistant

### **TRANSFER STATION**

Chipman Belyea  
Jeffrey Geddis  
Joe Clarke  
Steven Grimes  
Larry Reola  
Frederick Wallace

### **WELFARE DIRECTOR**

Pamela J. Mattingly

## TOWN BOARDS, COMMISSIONS AND COMMITTEES

### PLANNING BOARD

Robert Smith, Chair	2022
Mark Beliveau	2020
David Cedarholm	2022
Lou Ann Griswold	2020
Wayne Lehman	2022
Howard Hoff, Alternate	2022
John LaCourse, Select Board Rep	

### ZONING BOARD of ADJUSTMENT

James Banks, Chair	2022
David Allen	2020
John Hutton III	2020
Peter Hoyt	2022
Shawn Banker, Alternate	2020
Don Quigley, Alternate	2022
Philip Sanborn Jr., Alternate	2020
Craig Williams, Alternate	2022

### AGRICULTURAL COMMISSION

Erick Sawtelle, Chair	2022
Dwight Barney	2021
Kenneth Brisson	2020
Kristin Cisneros	2022
Charles Cox	2020
Paul Gasowski	2021
Laura Gund	2022
Donna Lee Woods	2022
Amanda Gourgue, Alternate	2020
Cary Brown, Select Board Rep	

## TOWN BOARDS, COMMISSIONS AND COMMITTEES

### CONSERVATION COMMISSION

William Humm, Chair	2022
Catherine Fisher, Secretary	2021
Dawn Genes	2022
Amanda Gourgue	2020
Timothy Moody	2020
David Shay	2022
Anne Tappan	2020
Deborah Sugerman, Alternate	2020
Richard Babcock, Alternate	2021
Antoinette Hartgerink, Member Emeritus	
Scott Bugbee, Select Board Rep	

### HERITAGE COMMISSION

Patricia Jenkins, Chair	2020
Laura Gund	2020
Denis Hambucken	2021
Elisabeth McCaffrey	2022
Cord Blomquist, Alternate	2022
Donna Eisenhard, Alternate	2021
Anne Jennison, Alternate	2021
Scott Bugbee, Select Board Rep	

### RECREATION COMMISSION

Larry Kindberg, Chair	2022
Michael Vardaro, Co-Chair	2021
Annette Brown, Treasurer	2022
Camellia Knightly, Program Director	2021
Kelsey Goodwin	2021
James Lonano	2021
John LaCourse, Select Board Rep	

### ENERGY COMMITTEE

Louis Grondin, Chair	2020
Barbara Wauchope	2022
Mary Woodward	2022
Cary Brown, Select Board Rep	

### JOINT LOSS MANAGEMENT COMMITTEE

Warren Hatch, Chair
Julie Glover
Caren Rossi
Michelle Stevens
William Stevens

## **TOWN BOARDS, COMMISSIONS AND COMMITTEES**

### **LAMPREY RIVER ADVISORY COMMITTEE**

**No Representative**

### **HISTORICAL SOCIETY**

Phyllis White, President  
Scott Bugbee, Vice President  
Charlotte Mandell, Secretary  
Catherine Gardner, Treasurer  
Lorraine Cabral, Publicity  
Janet Allen, Director  
Laura Gund, Director  
Patricia Jenkins, Director  
Katrin Kasper, Director  
Marian Kelsey, Director

### **FRIENDS OF THE LEE LIBRARY**

Cynthia D. Seaman, President  
Mary Ellen McElroy, Vice President  
Deborah Schanda, Treasurer  
Harriet Currier, Secretary  
Deb Sugerman, Director  
Laura Wagenaar, Director  
Carla Wilson, Director

**TOWN OF LEE, NEW HAMPSHIRE**  
**Minutes of the 2019 Deliberative Session**  
**February 2, 2019**

The February 2019 Town of Lee Deliberative Session was called to order at 9:00 am at the Mast Way Elementary School by Moderator Jan Neill.

She stated that she does not follow Robert's Rules of Order, however, she would like to see courtesy, civility, consideration and common sense to guide the Deliberative Session. She invites all to participate in discussion. This meeting is for transaction of all business other than voting by official ballot.

The Moderator then asked all to stand for the Pledge of Allegiance to the Flag.

Moderator Neill introduced the Legislative Body, Town Administrator, Town Administrative Assistant, Town Clerk, Deputy Town Clerk, and Assistant Moderator.

The Moderator then read **Article 1**, the election of Town Officers for the ensuing year. She then asked the Town Clerk to place the Article on the Official Ballot.

**ARTICLE 2**

**Are you in favor of the adoption of Amendment No.1-2019 as proposed by the Planning Board for the Town Zoning Ordinance as follows?**

- a. **Extend the existing commercial zone along the southerly side of Rt. 4 (Concord Rd) from 60 Concord Rd (Dollar General) to the intersection of Rt. 4 & Sheep Rd, with a depth of 500 feet. On the northern side of Rt. 4, extend the existing commercial zone an additional 2,400 feet with a depth of 500 feet. (Majority vote required.)**
- b. **Clarify the frontage requirement in all sections of the ordinance to include the word "contiguous" in order to be consistent with the definition of frontage. (Majority vote required.)**
- c. **Include Bed and Breakfast in the definitions: An owner occupied dwelling providing sleeping accommodations for no more than 10 people, with each person staying no more than 10 consecutive days, which may also offer a morning meal. The term Bed and Breakfast shall include all such accommodations regardless of the manner or form such accommodations are being offered to the public. (Majority vote required.)**
- d. **Delete the current definitions of Agriculture, Farm, Farming, Farm Market, Roadside Farm Stand & Ag Tourism and simply reference NH RSA 21:34a, as amended in our Zoning Ordinance. (Majority vote required.)**
- e. **Amend the terms in the Agriculture Signage section to be consistent with Article II (Definitions) and Article III (Purpose) in the zoning ordinance. (Majority vote required.)**
- f. **In Article III, General Provision delete the current Section E Agriculture, Farm Market, Roadside Farm Stand, Agriculture Tourism, and replace with:**

**AGRICULTURE:** (Agriculture, Farm, Farming, as defined by RSA 21:34a) Agricultural activities shall be permitted in all zones subject to the following regulations:

1. Farm stands which include any permanent structures/buildings shall be subject to the current Zoning Regulations and to site review by the Town of Lee.
2. All temporary and permanent Farm Stands are required to be registered with the Town of Lee Code Enforcement Office. Any temporary buildings/structures are exempt from the definition of building/structures as defined in Article V, (Residential Zone) of the Town of Lee Zoning Ordinance as amended, and Article XV (Wet soils Conservation Zone) and are exempt from the Setback provisions from Article V, (Residential Zone) and Article XV, (Wet Soils Conservation Zone) however they must be removed upon the conclusion of the seasonal activities.
3. Farm roadside stands which do not comply with NH RSA 21:34-a, III are not permitted.
4. All temporary seasonal roadside farms stands shall be placed and operated in such a manner that does not create health or safety risks and may be subject to site review.

**AG TOURISM:** In order to be a permitted use, the farm must be actively producing agricultural products for sale. Farms where the seller is not actively producing agricultural products for sale shall require a special exception. (Majority vote required.)

Article 2 was read by Caren Rossi. The Moderator then instructed the Town Clerk to place on the Official Ballot.

### **ARTICLE 3**

To see if the Town will vote to raise and appropriate the sum of \$4,060,000 (gross budget) for the purpose of adding onto the Lee Public Library, building a new Municipal Office Building, relocating the Train Depot (aka Lee Historical Museum) and repurposing the Town Annex, and to authorize the issuance of not more than \$3,495,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act RSA 33:1 et seq., as amended; and to authorize the Select Board to apply for, obtain and accept federal, state or other aid, if any, which may be available for said project and to comply with all laws applicable to said project; to authorize the Select Board to issue, negotiate, sell and deliver said bonds and notes and to determine the rate of interest thereon and the maturity and other terms thereof; and to authorize the Select Board to take any other action or to pass any other vote relative thereto, including, but not limited to, withdrawing \$375,278 from the Lee Library Building Capital Reserve Fund created for this purpose, withdrawing \$60,000 from the Library Capital Reserve Fund; and withdrawing \$129,722 from the Town Building Capital Reserve Fund. All of the said funds, including bond proceeds, to be used for designing, engineering, building, and equipping said buildings. And further, to raise and appropriate an additional sum of \$73,056 for the first year's interest payment on the bond. The Select Board recommends this article. Requires 3/5 ballot vote to pass.



Article 3 was read and moved by Selectman Bugbee, seconded by Selectman LaCourse. Cord Blomquist introduced the members of the Town Center Vision Committee, Scott Bugbee, Ben Genes, Pat Jenkins and John Tappan. He then showed a Power Point presentation which highlighted the deficiencies in the Library, Town Hall, Town Annex and Historical Museum and proceeded to show the proposed Article 3. John Tappan spoke about the costs associated with the Article.

Sally Cedarholm, Suzanne Bagdasarian and Robert Woodward asked questions.

There being no further discussion, the Moderator asked the Town Clerk to place Article 3 on the Official Ballot.

Selectman LaCourse made a motion, and was seconded by Chairman Bugbee, to restrict reconsideration of Article 3.

By a show of voter cards, the motion passed to restrict reconsideration of Article 3.

#### **ARTICLE 4**

**To see if the town will vote to establish a Renovating Town Hall Capital Reserve Fund under the provisions of RSA 35.1 for Renovating Town Hall and to raise and appropriate Fifty thousand dollars (\$50,000) to be placed in this fund. Further, to name the Select Board as agents to expend from said fund. The Select Board recommends this article. Majority vote required.**

Article 4 was read and moved by Selectman Bugbee, and seconded by Selectman LaCourse.

There being no further discussion, the Moderator asked the Town Clerk to place Article 4 on the Official Ballot.

Selectman LaCourse made a motion, and was seconded by Chairman Bugbee, to restrict reconsideration of Article 4.

By a show of voter cards, the motion passed to restrict reconsideration of Article 4.

#### **ARTICLE 5**

**Shall the Town of Lee raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$4,117,240. Should this article be defeated, the default budget shall be \$4,065,766, which is the same as last year, with certain adjustments required by previous action of the Select Board or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. The Select Board recommends this article. Majority vote required.**

Article 5 was read and moved by Selectman Bugbee, and seconded by Selectman LaCourse.

Selectman Bugbee read through the proposed budget and highlighted the changes from prior year's budget.

David Desmond asked for clarification on the reduction of the Oyster River Youth Association and expressed his concerns. Selectman Bugbee explained the reduction.

There being no further discussion, the Moderator asked the Town Clerk to place Article 5 on the Official Ballot.

Selectman LaCourse made a motion, and was seconded by Chairman Bugbee, to restrict reconsideration of Article 5.

By a show of voter cards, the motion passed to restrict reconsideration of Article 5.

#### **ARTICLE 6**

**To see if the Town will vote to raise and appropriate a sum not to exceed One Hundred Forty-nine Thousand Dollars (\$149,000) for the purchase of 20 Self-Contained Breathing Apparatus (SCBA) meeting the current NFPA 1981-Standard on Open-Circuit Self –Contained Breathing Apparatus (SCBA) for Emergency Services, 2019 edition and NFPA 1982-Standard on Personal Alert Safety Systems (PASS), 2018 edition and to authorize the withdrawal of this amount from the Fire Equipment Capital Reserve Fund for this acquisition. The Select Board recommends this article. Majority vote required.**

Article 6 was read and moved by Fire Chief Nemet, and seconded by Selectman LaCourse.

Charles Cox commented on the cost of each unit. Chief Nemet explained.

John Puffer asked why they were asking for additional money to fund these and Chief Nemet explained that this Article is authorizing the withdrawal of the funds, not raising funds.

There being no further discussion, the Moderator asked the Town Clerk to place Article 6 on the Official Ballot.

Selectman LaCourse made a motion, and was seconded by Chairman Bugbee, to restrict reconsideration of Article 6.

By a show of voter cards, the motion passed to restrict reconsideration of Article 6.

#### **ARTICLE 7**

**To see if the Town will vote to raise and appropriate a sum not to exceed Eleven Thousand Dollars (\$11,000) for the purchase of a Thermal Imager Camera meeting current NFPA 1801 Standard on Thermal Imagers for the Fire Service and to authorize the withdrawal of this amount from the Fire Equipment Capital Reserve Fund for this acquisition. The Select Board recommends this article. Majority vote required.**

Article 7 was read and moved by Fire Chief Nemet, and seconded by Selectman LaCourse.

Bob Hart asked what are these cameras and how are they used. Chief Nemet explained the importance of the units.

There being no further discussion, the Moderator asked the Town Clerk to place Article 7 on the Official Ballot.

Selectman LaCourse made a motion, and was seconded by Chairman Bugbee, to restrict reconsideration of Article 7.

By a show of voter cards, the motion passed to restrict reconsideration of Article 7.

#### **ARTICLE 8**

**To see if the Town will vote to raise and appropriate the sum of One Hundred Seventy-Five Thousand dollars (\$175,000) to be deposited into the Fire Equipment Capital Reserve Fund. The Select Board recommends this article. Majority vote required.**

Article 8 was read and moved by Fire Chief Nemet, and seconded by Selectman LaCourse.

Jennifer Messeder asked if this appropriation is to replace the funds requested from Articles 6 and 7 plus \$15,000. Chief Nemet confirmed.

Robert Woodward commented on the Articles 6, 7, and 8.

There being no further discussion, the Moderator asked the Town Clerk to place Article 8 on the Official Ballot.

Selectman LaCourse made a motion, and was seconded by Chairman Bugbee, to restrict reconsideration of Article 8.

By a show of voter cards, the motion passed to restrict reconsideration of Article 8.

#### **ARTICLE 9**

**To see if the Town will vote to raise and appropriate the sum of Thirty-Five Thousand dollars (\$35,000) to be deposited into the Town Buildings Capital Reserve Fund. The Select Board recommends this article. Majority vote required.**

Article 9 was read and moved by Selectman LaCourse, and seconded by Selectman Bugbee.

There being no further discussion, the Moderator asked the Town Clerk to place Article 9 on the Official Ballot.

Selectman LaCourse made a motion, and was seconded by Chairman Bugbee, to restrict reconsideration of Article 9.

By a show of voter cards, the motion passed to restrict reconsideration of Article 9.

#### **ARTICLE 10**

**To see if the Town will vote to raise and appropriate the sum of Fifty Thousand dollars (\$50,000) to be deposited into the Highway Dept. Road and Bridge Improvement Plan Capital Reserve Fund. The Select Board recommends this article. Majority vote required.**

Article 10 was read and moved by Selectman Brown, and seconded by Selectman LaCourse.

There being no further discussion, the Moderator asked the Town Clerk to place Article 10 on the Official Ballot.

Selectman LaCourse made a motion, and was seconded by Chairman Bugbee, to restrict reconsideration of Article 10.

By a show of voter cards, the motion passed to restrict reconsideration of Article 10.

#### **ARTICLE 11**

**To see if the Town will vote to raise and appropriate the sum of Fifty-Five Thousand dollars (\$55,000) to be deposited into the Highway Equipment Capital Reserve Fund. The Select Board recommends this article. Majority vote required.**

Article 11 was read and moved by Selectman Brown, and seconded by Selectman LaCourse.

There being no further discussion, the Moderator asked the Town Clerk to place Article 11 on the Official Ballot.

Selectman LaCourse made a motion, and was seconded by Chairman Bugbee, to restrict reconsideration of Article 11.

By a show of voter cards, the motion passed to restrict reconsideration of Article 11.

#### **ARTICLE 12**

**To see if the Town will vote to raise and appropriate the sum of Twenty Thousand dollars (\$20,000) to be deposited into the Transfer Station Equipment Capital Reserve Fund. The Select Board recommends this article. Majority vote required.**

Article 12 was read and moved by Selectman Brown, and seconded by Selectman LaCourse.

There being no further discussion, the Moderator asked the Town Clerk to place Article 12 on the Official Ballot.

Selectman LaCourse made a motion, and was seconded by Chairman Bugbee, to restrict reconsideration of Article 12.

By a show of voter cards, the motion passed to restrict reconsideration of Article 12.

### **ARTICLE 13**

**To see if the Town will vote to raise and appropriate the sum of Twenty Thousand dollars (\$20,000) to be deposited into the Fire Ponds and Cisterns Capital Reserve Fund. The Select Board recommends this article. Majority vote required.**

Article 13 was read and moved by Fire Chief Nemet, and seconded by Selectman LaCourse.

Bob Hart asked if the Town Center project would require cisterns. Chief Nemet responded affirmative. John Tappan also commented that the funds for the cistern required for the Town Center Project would come out of this Capital Reserve Fund.

There being no further discussion, the Moderator asked the Town Clerk to place Article 13 on the Official Ballot.

Selectman LaCourse made a motion, and was seconded by Chairman Bugbee, to restrict reconsideration of Article 13.

By a show of voter cards, the motion passed to restrict reconsideration of Article 13.

### **ARTICLE 14**

**To see if the Town will vote to raise and appropriate the sum of Fifteen Thousand dollars (\$15,000) to be deposited into the Revaluation Capital Reserve Fund. The Select Board recommends this article. Majority vote required.**

Article 14 was read and moved by Selectman LaCourse, and seconded by Selectman Bugbee.

There being no further discussion, the Moderator asked the Town Clerk to place Article 14 on the Official Ballot.

Selectman LaCourse made a motion, and was seconded by Chairman Bugbee, to restrict reconsideration of Article 14.

By a show of voter cards, the motion passed to restrict reconsideration of Article 14.

### **ARTICLE 15**

**To see if the Town will vote to raise and appropriate the sum of Fifteen Thousand dollars (\$15,000) to be deposited into the Internal Service Expendable Trust Fund for Accrued Benefits. The Select Board recommends this article. Majority vote required.**

Article 15 was read and moved by Selectman LaCourse, and seconded by Selectman Bugbee.

There being no further discussion, the Moderator asked the Town Clerk to place Article 15 on the Official Ballot.

Selectman LaCourse made a motion, and was seconded by Chairman Bugbee, to restrict reconsideration of Article 15.

By a show of voter cards, the motion passed to restrict reconsideration of Article 15.

## **ARTICLE 16**

**Shall the town suspend efforts to remove or demolish the Lee Parish House until July 1, 2020 to allow the Lee Heritage Commission sufficient time to explore options for its preservation and future use and to submit a proposal for the March 2020 ballot? The Select Board recommends this article. Majority vote required.**

Article 16 was read and moved by Selectman Bugbee, and seconded by Selectman LaCourse.

Dennis Hambucken, Charles Cox and Paul Gasowski stated they are in favor of this Article. Ann Tappan said she heard the parish was placed on the NH State Preservation Alliance's Seven to Save list. Selectman Bugbee confirmed.

There being no further discussion, the Moderator asked the Town Clerk to place Article 16 on the Official Ballot.

Selectman LaCourse made a motion, and was seconded by Chairman Bugbee, to restrict reconsideration of Article 16.

By a show of voter cards, the motion passed to restrict reconsideration of Article 16.

## **ARTICLE 17**

**To see if the Town will vote to establish a contingency fund for Fiscal Year 2018 for unanticipated expenses that may arise and further to raise and appropriate Twenty Thousand dollars (\$20,000) to go into the fund. This sum to come from the Unassigned Fund Balance and no amount to be raised from general taxation. Any appropriation left in the fund at the end of the year will lapse to the general fund. The governing body shall annually publish a detailed report of all expenditures from the fund. The Select Board recommends this article. Majority vote required.**

Article 17 was read and moved by Selectman Brown, and seconded by Selectman LaCourse.

Selectman Bugbee made a motion to amend Article 17 to read (delete 2018 and change to 2020):

**To see if the Town will vote to establish a contingency fund for Fiscal Year ~~2018~~ 2020 for unanticipated expenses that may arise and further to raise and appropriate Twenty Thousand dollars (\$20,000) to go into the fund. This sum to come from the Unassigned Fund Balance and no amount to be raised from general taxation. Any appropriation left in the fund at the end of the year will lapse to the general fund. The governing body shall annually publish a detailed report of all expenditures from the fund. The Select Board recommends this article. Majority vote required.**

Selectman LaCourse seconded. By a show of voter cards, the motion to amend passed.

Bob Hart asked if this fund has ever been used. Town Administrator Julie Glover stated that it has been used.

Dave Cedarholm commented.

There being no further discussion, the Moderator asked the Town Clerk to place Article 17 on the Official Ballot.

Selectman LaCourse made a motion, and was seconded by Chairman Bugbee, to restrict reconsideration of Article 17.

By a show of voter cards, the motion passed to restrict reconsideration of Article 17.

**ARTICLE 18 – Submitted via petition**

**Do you support the following resolution and request the Select Board to forward it to our US Senators and House Representatives?**

**WHEREAS nuclear war is not healthy for children or any other living thing;**

**WHEREAS the detonation of even a small number of nuclear weapons could have catastrophic human and environmental consequences that could affect everyone on the planet;**

**WHEREAS the United States continues to reserve the right to use nuclear weapons first, which reduces the threshold for nuclear use and makes a nuclear war more likely;**

**WHEREAS the United States president has the sole and unchecked authority to order the use of nuclear weapons;**

**WHEREAS the United States, as well as Britain, China, France and Russia, are obligated under the Nuclear Non-Proliferation Treaty (NPT) to take concrete steps toward eliminating their nuclear arsenals;**

**WHEREAS in July 2017, 122 nations approved the Treaty on the Prohibition of Nuclear Weapons which makes it illegal under international law to develop, test, produce, manufacture or otherwise acquire, possess or stockpile nuclear weapons or other nuclear explosive devices;**

**THEREFORE, we call on the United States to lead a global effort to prevent nuclear war by:**

- **Renouncing the option of using nuclear weapons first**
- **Ending the sole, unchecked authority of any president to launch a nuclear attack**
- **Taking United States nuclear weapons off hair-trigger alert**
- **Cancelling the plan to replace its entire arsenal with enhanced weapons**
- **Actively pursuing a verifiable agreement among nuclear-armed nations to eliminate their nuclear arsenals**

Article 18 was read by the Town Administrator, Julie Glover. The Article was moved by Selectman LaCourse, and seconded by Selectman Bugbee.

Charles Cox stated that he was the one to petition this Article and feels this is one of the most pressing issues of our time.

There being no further discussion, the Moderator asked the Town Clerk to place Article 18 on the Official Ballot.

Selectman LaCourse made a motion, and was seconded by Chairman Bugbee, to restrict reconsideration of Article 18.

By a show of voter cards, the motion passed to restrict reconsideration of Article 18.

The Moderator invited any Selectmen for final comments.

Selectman LaCourse thanked the Moderator for being very efficient.

The Moderator then read: To the inhabitants of the Town of Lee, County of Strafford, State of New Hampshire, qualified to vote in Town Affairs, you are hereby notified to meet at the Public Safety Complex, 20 George Bennett Road, Lee on March 13, 2019. The Polls will be open from 7:00 a.m. to 7:00 p.m.

Philip Stetson moved to adjourn, Selectman LaCourse seconded.

The meeting was adjourned at 11:00 am.

Respectfully submitted,

A handwritten signature in cursive script, reading "Linda R Reinhold".

Linda R Reinhold  
Town Clerk



Registered voters 3457  
Same day voters 22  
Voter turnout 780  
22% voter turnout

**OFFICIAL BALLOT**  
**ANNUAL TOWN ELECTION**  
**LEE, NEW HAMPSHIRE**  
**MARCH 12, 2019**

*Linda B. Bernhold*  
TOWN CLERK

**INSTRUCTIONS TO VOTERS**

- A. TO VOTE, completely fill in the OVAL to the RIGHT of your choice(s) like this: ☒
- B. Follow directions as to the number of candidates to be marked for each office.
- C. To vote for a person whose name is not printed on the ballot, write the candidate's name on the line provided and completely fill in the OVAL.

**Article 1.** To choose all necessary Town Officers for the ensuing year.

**SELECTMAN**

For Three Years VOTE FOR NO MORE THAN ONE

CARY S. BROWN 663 ☐

(Write-in) ☐

**TREASURER**

For Three Years VOTE FOR NO MORE THAN ONE

BENJAMIN GENES 677 ☐

(Write-in) ☐

**TRUSTEE OF THE TRUST FUNDS**

For three Years VOTE FOR NO MORE THAN ONE

(Write-in) ☐

**LIBRARY TRUSTEE**

For Three Years VOTE FOR NO MORE THAN TWO

KATRINKA PELLECCIA 629 ☐

(Write-in) ☐

(Write-in) ☐

**CEMETERY TRUSTEE**

For Three Years VOTE FOR NO MORE THAN ONE

PETER HOYT 697 ☐

(Write-in) ☐

**ADVISORY BUDGET COMMITTEE**

For Three Years VOTE FOR NO MORE THAN TWO

SCOTT BUGBEE 596 ☐

THOMAS MURDOCH 601 ☐

(Write-in) ☐

(Write-in) ☐


I certify that this Official Ballot is  
True and Correct (4 pages)  
*Linda B. Bernhold*  
Town Clerk



**OFFICIAL BALLOT  
ANNUAL TOWN ELECTION  
LEE, NEW HAMPSHIRE  
MARCH 12, 2019**

*Synda B. Bismahotel*  
TOWN CLERK

**INSTRUCTIONS TO VOTERS**

A. TO VOTE, completely fill in the OVAL to the RIGHT of your choice(s) like this: 

**ARTICLES**

**ARTICLE 2**

Are you in favor of the adoption of Amendment No.1-2019 as proposed by the Planning Board for the Town Zoning Ordinance as follows?

- |   |                                 |
|---|---------------------------------|
| a. Extend the existing commercial zone along the southerly side of Rt. 4 (Concord Rd) from 60 Concord Rd (Dollar General) to the intersection of Rt. 4 & Sheep Rd, with a depth of 500 feet. On the northern side of Rt. 4, extend the existing commercial zone an additional 2,400 feet with a depth of 500 feet. (Majority vote required.)  | YES <b>524</b><br>NO <b>239</b> |
| b. Clarify the frontage requirement in all sections of the ordinance to include the word "contiguous" in order to be consistent with the definition of frontage. (Majority vote required.)  | YES <b>637</b><br>NO <b>109</b> |
| c. Include Bed and Breakfast in the definitions: An owner occupied dwelling providing sleeping accommodations for no more than 10 people, with each person staying no more than 10 consecutive days, which may also offer a morning meal. The term Bed and Breakfast shall include all such accommodations regardless of the manner or form such accommodations are being offered to the public. (Majority vote required.)  | YES <b>615</b><br>NO <b>132</b> |
| d. Delete the current definitions of Agriculture, Farm, Farming, Farm Market, Roadside Farm Stand & Ag Tourism and simply reference NH RSA 21:34a, as amended in our Zoning Ordinance. (Majority vote required.)  | YES <b>531</b><br>NO <b>186</b> |
| e. Amend the terms in the Agriculture Signage section to be consistent with Article II (Definitions) and Article III (Purpose) in the zoning ordinance. (Majority vote required.)   | YES <b>542</b><br>NO <b>156</b> |
| f. In Article III, General Provision delete the current Section E Agriculture, Farm Market, Roadside Farm Stand, Agriculture Tourism, and replace with:<br>AGRICULTURE: (Agriculture, Farm, Farming, as defined by RSA 21:34a) Agricultural activities shall be permitted in all zones subject to the following regulations:<br>1. Farm stands which include any permanent structures/buildings shall be subject to the current Zoning Regulations and to site review by the Town of Lee.<br>2. All temporary and permanent Farm Stands are required to be registered with the Town of Lee Code Enforcement Office. Any temporary buildings/structures are exempt from the definition of building/structures as defined in Article V, (Residential Zone) of the Town of Lee Zoning Ordinance as amended, and Article XV (Wet soils Conservation Zone) and are exempt from the Setback provisions from Article V, (Residential Zone) and Article XV, (Wet Soils Conservation Zone) however they must be removed upon the conclusion of the seasonal activities.<br>3. Farm roadside stands which do not comply with NH RSA 21:34-a, III are not permitted.<br>4. All temporary seasonal roadside farms stands shall be placed and operated in such a manner that does not create health or safety risks and may be subject to site review.<br><br>AG TOURISM: In order to be a permitted use, the farm must be actively producing agricultural products for sale. Farms where the seller is not actively producing agricultural products for sale shall require a special exception. (Majority vote required.) | YES <b>543</b><br>NO <b>200</b> |

**ARTICLE 3**

To see if the Town will vote to raise and appropriate the sum of \$4,060,000 (gross budget) for the purpose of adding onto the Lee Public Library, building a new Municipal Office Building, relocating the Train Depot (aka Lee Historical Museum) and repurposing the Town Annex, and to authorize the issuance of not more than \$3,495,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act RSA 33:1 et seq., as amended; and to authorize the Select Board to apply for, obtain and accept federal, state or other aid, if any, which may be available for said project and to comply with all laws applicable to said project; to authorize the Select Board to issue, negotiate, sell and deliver said bonds and notes and to determine the rate of interest thereon and the maturity and other terms thereof; and to authorize the Select Board to take any other action or to pass any other vote relative thereto, including, but not limited to, withdrawing \$375,278 from the Lee Library Building Capital Reserve Fund created for this purpose, withdrawing \$60,000 from the Library Capital Reserve Fund; and withdrawing \$129,722 from the Town Building Capital Reserve Fund. All of the said funds, including bond proceeds, to be used for designing, engineering, building, and equipping said buildings. And further, to raise and appropriate an additional sum of \$73,056 for the first year's interest payment on the bond. The Select Board recommends this article.

Requires 3/5 ballot vote to pass.

YES **336**  
NO **442**

**TURN BALLOT OVER AND CONTINUE VOTING**

## ARTICLES CONTINUED

### **ARTICLE 4**

To see if the town will vote to establish a Renovating Town Hall Capital Reserve Fund under the provisions of RSA 35.1 for Renovating Town Hall and to raise and appropriate Fifty thousand dollars (\$50,000) to be placed in this fund. Further, to name the Select Board as agents to expend from said fund. The Select Board recommends this article. Majority vote required.

YES 477  
NO 279

### **ARTICLE 5**

Shall the Town of Lee raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$4,117,240. Should this article be defeated, the default budget shall be \$4,065,766, which is the same as last year, with certain adjustments required by previous action of the Select Board or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. The Select Board recommends this article. Majority vote required.

YES 476  
NO 275

### **ARTICLE 6**

To see if the Town will vote to raise and appropriate a sum not to exceed One Hundred Forty-nine Thousand Dollars (\$149,000) for the purchase of 20 Self-Contained Breathing Apparatus (SCBA) meeting the current NFPA 1981-Standard on Open-Circuit Self-Contained Breathing Apparatus (SCBA) for Emergency Services, 2019 edition and NFPA 1982-Standard on Personal Alert Safety Systems (PASS), 2018 edition and to authorize the withdrawal of this amount from the Fire Equipment Capital Reserve Fund for this acquisition. The Select Board recommends this article. Majority vote required.

YES 604  
NO 155

### **ARTICLE 7**

To see if the Town will vote to raise and appropriate a sum not to exceed Eleven Thousand Dollars (\$11,000) for the purchase of a Thermal Imager Camera meeting current NFPA 1801 Standard on Thermal Imagers for the Fire Service and to authorize the withdrawal of this amount from the Fire Equipment Capital Reserve Fund for this acquisition. The Select Board recommends this article. Majority vote required..

YES 622  
NO 135

### **ARTICLE 8**

To see if the Town will vote to raise and appropriate the sum of One Hundred Seventy-Five Thousand dollars (\$175,000) to be deposited into the Fire Equipment Capital Reserve Fund. The Select Board recommends this article. Majority vote required.

YES 524  
NO 233

### **ARTICLE 9**

To see if the Town will vote to raise and appropriate the sum of Thirty-Five Thousand dollars (\$35,000) to be deposited into the Town Buildings Capital Reserve Fund. The Select Board recommends this article. Majority vote required.

YES 516  
NO 238

### **ARTICLE 10**

To see if the Town will vote to raise and appropriate the sum of Fifty Thousand dollars (\$50,000) to be deposited into the Highway Dept. Road and Bridge Improvement Plan Capital Reserve Fund. The Select Board recommends this article. Majority vote required.

YES 608  
NO 152

### **ARTICLE 11**

To see if the Town will vote to raise and appropriate the sum of Fifty-Five Thousand dollars (\$55,000) to be deposited into the Highway Equipment Capital Reserve Fund. The Select Board recommends this article. Majority vote required.

YES 556  
NO 203

### **ARTICLE 12**

To see if the Town will vote to raise and appropriate the sum of Twenty Thousand dollars (\$20,000) to be deposited into the Transfer Station Equipment Capital Reserve Fund. The Select Board recommends this article. Majority vote required.

YES 546  
NO 210

### **ARTICLE 13**

To see if the Town will vote to raise and appropriate the sum of Twenty Thousand dollars (\$20,000) to be deposited into the Fire Ponds and Cisterns Capital Reserve Fund. The Select Board recommends this article. Majority vote required.

YES 531  
NO 223

### **ARTICLE 14**

To see if the Town will vote to raise and appropriate the sum of Fifteen Thousand dollars (\$15,000) to be deposited into the Revaluation Capital Reserve Fund. The Select Board recommends this article. Majority vote required.

YES 422  
NO 235

### **ARTICLE 15**

To see if the Town will vote to raise and appropriate the sum of Fifteen Thousand dollars (\$15,000) to be deposited into the Internal Service Expendable Trust Fund for Accrued Benefits. The Select Board recommends this article. Majority vote required.

YES 437  
NO 307

### **ARTICLE 16**

Shall the town suspend efforts to remove or demolish the Lee Parish House until July 1, 2020 to allow the Lee Heritage Commission sufficient time to explore options for its preservation and future use and to submit a proposal for the March 2020 ballot? The Select Board recommends this article. Majority vote required.

YES 599  
NO 156

**GO TO NEXT BALLOT AND CONTINUE VOTING**



**OFFICIAL BALLOT  
ANNUAL TOWN ELECTION  
LEE, NEW HAMPSHIRE  
MARCH 12, 2019**

*Jynda H. Benholdt*  
TOWN CLERK

**ARTICLES CONTINUED**

**ARTICLE 17**

To see if the Town will vote to establish a contingency fund for Fiscal Year **2020** for unanticipated expenses that may arise and further to raise and appropriate Twenty Thousand dollars (\$20,000) to go into the fund. This sum to come from the Unassigned Fund Balance and no amount to be raised from general taxation. Any appropriation left in the fund at the end of the year will lapse to the general fund. The governing body shall annually publish a detailed report of all expenditures from the fund. The Select Board recommends this article. Majority vote required.

YES **543**  
NO **217**

**ARTICLE 18 – Submitted via petition**

Do you support the following resolution and request the Select Board to forward it to our US Senators and House Representatives?

**WHEREAS** nuclear war is not healthy for children or any other living thing;

**WHEREAS** the detonation of even a small number of nuclear weapons could have catastrophic human and environmental consequences that could affect everyone on the planet;

**WHEREAS** the United States continues to reserve the right to use nuclear weapons first, which reduces the threshold for nuclear use and makes a nuclear war more likely;

**WHEREAS** the United States president has the sole and unchecked authority to order the use of nuclear weapons;

**WHEREAS** the United States, as well as Britain, China, France and Russia, are obligated under the Nuclear Non-Proliferation Treaty (NPT) to take concrete steps toward eliminating their nuclear arsenals;

**WHEREAS** in July 2017, 122 nations approved the Treaty on the Prohibition of Nuclear Weapons which makes it illegal under international law to develop, test, produce, manufacture or otherwise acquire, possess or stockpile nuclear weapons or other nuclear explosive devices;

**THEREFORE**, we call on the United States to lead a global effort to prevent nuclear war by:

- Renouncing the option of using nuclear weapons first
- Ending the sole, unchecked authority of any president to launch a nuclear attack
- Taking United States nuclear weapons off hair-trigger alert
- Cancelling the plan to replace its entire arsenal with enhanced weapons
- Actively pursuing a verifiable agreement among nuclear-armed nations to eliminate their nuclear arsenals

YES **481**  
NO **258**

**YOU HAVE NOW COMPLETED VOTING THIS BALLOT**

Town of Lee  
Operating Budget Comparison  
FY20 (Current) vs Proposed FY21 Budget

Account	FY20 Adopted	FY21 Proposed	+/-
Select Board 41301	\$145,447	\$147,994	\$2,547
Elections & Registrations 41401	\$11,320	\$13,090	\$1,770
Town Clerk/Tax Collector 41411	\$94,835	\$97,189	\$2,354
Financial Admin 41501	\$103,056	\$105,991	\$2,935
IT 41502	\$73,500	\$69,400	(\$4,100)
Assessing 41521	\$33,700	\$33,836	\$136
Legal Expense 41531	\$18,000	\$18,000	\$0
Personnel 41551	\$767,467	\$801,259	\$33,792
Planning & Zoning 41911	\$110,728	\$107,894	(\$2,834)
Gov't. Buildings 41941	\$95,209	\$97,418	\$2,209
Cemetery 41951	\$7,200	\$7,000	(\$200)
Insurance - Property Liability 41961	\$44,204	\$47,298	\$3,094
Other General Government 41991	\$0	\$0	\$0
Police 42101	\$734,123	\$761,167	\$27,044
Dispatch 42111	\$15,459	\$16,014	\$555
Ambulance 42151	\$20,199	\$21,827	\$1,628
Fire 42201	\$512,117	\$563,141	\$51,024
Code Enforcement 42401	\$55,641	\$56,743	\$1,102
Emergency Management 42901	\$5,600	\$5,600	\$0
Highway 43111	\$527,932	\$545,050	\$17,118
Transfer Station 43211	\$177,669	\$185,062	\$7,393
Solid Waste Disposal 43241	\$143,999	\$144,999	\$1,000
So. East Watershed Alliance 43311	\$200	\$0	(\$200)
Animal Control 44141	\$500	\$500	\$0
Health Agencies 44151	\$22,678	\$22,758	\$80
General Assistance 44411-21	\$25,155	\$25,204	\$49
Parks & Recreation 45201	\$27,000	\$34,000	\$7,000
Library 45501	\$239,838	\$247,522	\$7,684
Patriotic Purposes 45831	\$500	\$500	\$0
Agricultural Commission 45891	\$0	\$0	\$0
Conservation 46191	\$0	\$0	\$0
Bond Principal 47111	\$90,000	\$90,000	\$0
Bond Interest 47211	\$13,964	\$10,004	(\$3,960)
<b>TOTAL OPERATING BUDGET</b>	<b>\$4,117,240</b>	<b>\$4,276,460</b>	<b>\$159,220</b> <b>3.87%</b>



New Hampshire  
Department of  
Revenue Administration

2020  
MS-636

Proposed Budget  
Lee

For the period beginning July 1, 2020 and ending June 30, 2021  
Form Due Date: **20 Days after the Annual Meeting**

This form was posted with the warrant on: 1/24/2020

**GOVERNING BODY CERTIFICATION**

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Name	Position	Signature
SCOTT BUBBEE	SELECTMAN	
CARY BROWN	"	Cary Brown
John LaCoursne	"	John LaCoursne

This form must be signed, scanned, and uploaded to the Municipal Tax Rate Setting Portal:  
<https://www.proptax.org/>

**For assistance please contact:**  
NH DRA Municipal and Property Division  
(603) 230-5090  
<http://www.revenue.nh.gov/mun-prop/>



**New Hampshire**  
Department of  
Revenue Administration

**2020**  
**MS-636**

**Appropriations**

Account	Purpose	Article	Expenditures for period ending 6/30/2019	Appropriations for period ending 6/30/2020	Proposed Appropriations for period ending 6/30/2021	
					(Recommended)	(Not Recommended)
<b>General Government</b>						
0000-0000	Collective Bargaining		\$0	\$0	\$0	\$0
4130-4139	Executive	04	\$140,559	\$145,447	\$147,994	\$0
4140-4149	Election, Registration, and Vital Statistics	04	\$104,646	\$106,155	\$110,279	\$0
4150-4151	Financial Administration	04	\$161,976	\$176,556	\$175,391	\$0
4152	Revaluation of Property	04	\$33,257	\$33,700	\$33,836	\$0
4153	Legal Expense	04	\$12,077	\$18,000	\$18,000	\$0
4155-4159	Personnel Administration	04	\$711,314	\$766,739	\$801,259	\$0
4191-4193	Planning and Zoning	04	\$121,429	\$110,728	\$107,894	\$0
4194	General Government Buildings	04	\$92,510	\$95,209	\$97,418	\$0
4195	Cemeteries	04	\$3,243	\$7,200	\$7,000	\$0
4196	Insurance	04	\$44,096	\$44,204	\$47,298	\$0
4197	Advertising and Regional Association		\$0	\$0	\$0	\$0
4199	Other General Government		\$21,026	\$20,000	\$0	\$0
<b>General Government Subtotal</b>			<b>\$1,446,133</b>	<b>\$1,523,938</b>	<b>\$1,546,369</b>	<b>\$0</b>
<b>Public Safety</b>						
4210-4214	Police	04	\$713,478	\$750,310	\$777,181	\$0
4215-4219	Ambulance	04	\$19,963	\$20,199	\$21,827	\$0
4220-4229	Fire	04	\$485,560	\$512,117	\$563,141	\$0
4240-4249	Building Inspection	04	\$54,202	\$55,641	\$56,743	\$0
4290-4298	Emergency Management	04	\$6,591	\$5,600	\$5,600	\$0
4299	Other (Including Communications)		\$0	\$0	\$0	\$0
<b>Public Safety Subtotal</b>			<b>\$1,279,794</b>	<b>\$1,343,867</b>	<b>\$1,424,492</b>	<b>\$0</b>
<b>Airport/Aviation Center</b>						
4301-4309	Airport Operations		\$0	\$0	\$0	\$0
<b>Airport/Aviation Center Subtotal</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Highways and Streets</b>						
4311	Administration	04	\$491,822	\$527,932	\$545,050	\$0
4312	Highways and Streets		\$5,255	\$0	\$0	\$0
4313	Bridges		\$0	\$0	\$0	\$0
4316	Street Lighting		\$0	\$0	\$0	\$0
4319	Other		\$0	\$0	\$0	\$0
<b>Highways and Streets Subtotal</b>			<b>\$497,077</b>	<b>\$527,932</b>	<b>\$545,050</b>	<b>\$0</b>



**New Hampshire**  
Department of  
Revenue Administration

**2020**  
**MS-636**

**Appropriations**

Account	Purpose	Article	Expenditures for period ending 6/30/2019	Appropriations for period ending 6/30/2020	Proposed Appropriations for period ending 6/30/2021	
					(Recommended)	(Not Recommended)
<b>Sanitation</b>						
4321	Administration	04	\$164,566	\$177,669	\$185,062	\$0
4323	Solid Waste Collection		\$0	\$0	\$0	\$0
4324	Solid Waste Disposal	04	\$139,872	\$143,999	\$144,999	\$0
4325	Solid Waste Cleanup		\$0	\$0	\$0	\$0
4326-4328	Sewage Collection and Disposal		\$0	\$0	\$0	\$0
4329	Other Sanitation		\$17,077	\$0	\$0	\$0
<b>Sanitation Subtotal</b>			<b>\$321,515</b>	<b>\$321,668</b>	<b>\$330,061</b>	<b>\$0</b>
<b>Water Distribution and Treatment</b>						
4331	Administration		\$0	\$200	\$0	\$0
4332	Water Services		\$0	\$0	\$0	\$0
4335	Water Treatment		\$0	\$0	\$0	\$0
4338-4339	Water Conservation and Other		\$0	\$0	\$0	\$0
<b>Water Distribution and Treatment Subtotal</b>			<b>\$0</b>	<b>\$200</b>	<b>\$0</b>	<b>\$0</b>
<b>Electric</b>						
4351-4352	Administration and Generation		\$0	\$0	\$0	\$0
4353	Purchase Costs		\$0	\$0	\$0	\$0
4354	Electric Equipment Maintenance		\$0	\$0	\$0	\$0
4359	Other Electric Costs		\$0	\$0	\$0	\$0
<b>Electric Subtotal</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Health</b>						
4411	Administration		\$0	\$0	\$0	\$0
4414	Pest Control	04	\$0	\$500	\$500	\$0
4415-4419	Health Agencies, Hospitals, and Other	04	\$20,878	\$22,678	\$22,758	\$0
<b>Health Subtotal</b>			<b>\$20,878</b>	<b>\$23,178</b>	<b>\$23,258</b>	<b>\$0</b>
<b>Welfare</b>						
4441-4442	Administration and Direct Assistance	04	\$12,216	\$25,155	\$25,204	\$0
4444	Intergovernmental Welfare Payments		\$0	\$0	\$0	\$0
4445-4449	Vendor Payments and Other		\$0	\$0	\$0	\$0
<b>Welfare Subtotal</b>			<b>\$12,216</b>	<b>\$25,155</b>	<b>\$25,204</b>	<b>\$0</b>
<b>Culture and Recreation</b>						
4520-4529	Parks and Recreation	04	\$42,854	\$27,000	\$34,000	\$0
4550-4559	Library	04	\$240,568	\$239,838	\$247,522	\$0
4583	Patriotic Purposes	04	\$154	\$500	\$500	\$0
4589	Other Culture and Recreation		\$5,258	\$0	\$0	\$0
<b>Culture and Recreation Subtotal</b>			<b>\$288,834</b>	<b>\$267,338</b>	<b>\$282,022</b>	<b>\$0</b>





**New Hampshire**  
Department of  
Revenue Administration

**2020**  
**MS-636**

**Appropriations**

Account	Purpose	Article	Expenditures for period ending 6/30/2019	Appropriations for period ending 6/30/2020	Proposed Appropriations for period ending 6/30/2021	
					(Recommended)	(Not Recommended)
<b>Conservation and Development</b>						
4611-4612	Administration and Purchasing of Natural Resources		\$0	\$0	\$0	\$0
4619	Other Conservation		\$3,410	\$0	\$0	\$0
4631-4632	Redevelopment and Housing		\$0	\$0	\$0	\$0
4651-4659	Economic Development		\$0	\$0	\$0	\$0
<b>Conservation and Development Subtotal</b>			<b>\$3,410</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Debt Service</b>						
4711	Long Term Bonds and Notes - Principal	04	\$90,000	\$90,000	\$90,000	\$0
4721	Long Term Bonds and Notes - Interest	04	\$17,873	\$13,964	\$10,004	\$0
4723	Tax Anticipation Notes - Interest		\$0	\$0	\$0	\$0
4790-4799	Other Debt Service		\$0	\$0	\$0	\$0
<b>Debt Service Subtotal</b>			<b>\$107,873</b>	<b>\$103,964</b>	<b>\$100,004</b>	<b>\$0</b>
<b>Capital Outlay</b>						
4901	Land		\$182,522	\$0	\$0	\$0
4902	Machinery, Vehicles, and Equipment		\$57,000	\$160,000	\$0	\$0
4903	Buildings		\$90,482	\$0	\$0	\$0
4909	Improvements Other than Buildings		\$0	\$0	\$0	\$0
<b>Capital Outlay Subtotal</b>			<b>\$330,004</b>	<b>\$160,000</b>	<b>\$0</b>	<b>\$0</b>
<b>Operating Transfers Out</b>						
4912	To Special Revenue Fund		\$0	\$0	\$0	\$0
4913	To Capital Projects Fund		\$0	\$0	\$0	\$0
4914A	To Proprietary Fund - Airport		\$0	\$0	\$0	\$0
4914E	To Proprietary Fund - Electric		\$0	\$0	\$0	\$0
4914O	To Proprietary Fund - Other		\$0	\$0	\$0	\$0
4914S	To Proprietary Fund - Sewer		\$0	\$0	\$0	\$0
4914W	To Proprietary Fund - Water		\$0	\$0	\$0	\$0
4918	To Non-Expendable Trust Funds		\$0	\$0	\$0	\$0
4919	To Fiduciary Funds		\$0	\$0	\$0	\$0
<b>Operating Transfers Out Subtotal</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Operating Budget Appropriations</b>					<b>\$4,276,460</b>	<b>\$0</b>



**New Hampshire**  
Department of  
Revenue Administration

**2020**  
**MS-636**

**Special Warrant Articles**

Account	Purpose	Article	Proposed Appropriations for period ending 6/30/2021	
			(Recommended)	(Not Recommended)
4721	Long Term Bonds and Notes - Interest	03	\$39,803	\$0
	<i>Purpose: Bond for New Municipal Building</i>			
4902	Machinery, Vehicles, and Equipment	06	\$12,200	\$0
	<i>Purpose: Purchase Thermal Imager Camera</i>			
4903	Buildings	03	\$2,900,000	\$0
	<i>Purpose: Bond for New Municipal Building</i>			
4915	To Capital Reserve Fund	08	\$175,000	\$0
	<i>Purpose: Fire Equipment CRF Deposit</i>			
4915	To Capital Reserve Fund	09	\$50,000	\$0
	<i>Purpose: Town Buildings CRF</i>			
4915	To Capital Reserve Fund	10	\$25,000	\$0
	<i>Purpose: Highway Dept. Road and Bridge Improvement Plan CRF</i>			
4915	To Capital Reserve Fund	11	\$55,000	\$0
	<i>Purpose: Highway Equipment CRF</i>			
4915	To Capital Reserve Fund	12	\$20,000	\$0
	<i>Purpose: Transfer Station Equipment CRF</i>			
4915	To Capital Reserve Fund	13	\$20,000	\$0
	<i>Purpose: Fire Ponds and Cisterns CRF</i>			
4915	To Capital Reserve Fund	14	\$15,000	\$0
	<i>Purpose: Revaluation CRF</i>			
4916	To Expendable Trusts/Fiduciary Funds	15	\$15,000	\$0
	<i>Purpose: Internal Service ETF</i>			
Total Proposed Special Articles			\$3,327,003	\$0



**New Hampshire**  
Department of  
Revenue Administration

**2020**  
**MS-636**

**Individual Warrant Articles**

Account	Purpose	Article	Proposed Appropriations for period ending 6/30/2021	
			(Recommended)	(Not Recommended)
4199	Other General Government	16	\$20,000	\$0
	<i>Purpose: Contingency Fund</i>			
4902	Machinery, Vehicles, and Equipment	05	\$87,854	\$0
	<i>Purpose: Fire Department Radios</i>			
Total Proposed Individual Articles			\$107,854	\$0



**New Hampshire**  
Department of  
Revenue Administration

**2020**  
**MS-636**

**Revenues**

Account	Source	Article	Actual Revenues for period ending 6/30/2019	Estimated Revenues for period ending 6/30/2020	Estimated Revenues for period ending 6/30/2021
<b>Taxes</b>					
3120	Land Use Change Tax - General Fund	04	\$23,000	\$15,872	\$23,000
3180	Resident Tax		\$0	\$0	\$0
3185	Yield Tax	04	\$1,220	\$5,715	\$1,220
3186	Payment in Lieu of Taxes	04	\$6,257	\$6,257	\$6,257
3187	Excavation Tax	04	\$596	\$285	\$596
3189	Other Taxes		\$0	\$0	\$0
3190	Interest and Penalties on Delinquent Taxes	04	\$109,858	\$107,212	\$109,858
9991	Inventory Penalties		\$0	\$0	\$0
<b>Taxes Subtotal</b>			<b>\$140,931</b>	<b>\$135,341</b>	<b>\$140,931</b>
<b>Licenses, Permits, and Fees</b>					
3210	Business Licenses and Permits	04	\$7,642	\$8,807	\$7,642
3220	Motor Vehicle Permit Fees	04	\$887,843	\$859,759	\$887,843
3230	Building Permits	04	\$60,135	\$81,599	\$60,135
3290	Other Licenses, Permits, and Fees	04	\$24,167	\$22,887	\$24,167
3311-3319	From Federal Government		\$0	\$0	\$0
<b>Licenses, Permits, and Fees Subtotal</b>			<b>\$979,787</b>	<b>\$973,052</b>	<b>\$979,787</b>
<b>State Sources</b>					
3351	Shared Revenues		\$0	\$0	\$0
3352	Meals and Rooms Tax Distribution	04	\$223,868	\$223,868	\$223,868
3353	Highway Block Grant	04	\$114,051	\$114,224	\$114,051
3354	Water Pollution Grant		\$0	\$0	\$0
3355	Housing and Community Development		\$0	\$0	\$0
3356	State and Federal Forest Land Reimbursement		\$0	\$0	\$0
3357	Flood Control Reimbursement		\$0	\$0	\$0
3359	Other (Including Railroad Tax)	04	\$7,250	\$24,422	\$7,250
3379	From Other Governments	04	\$9,501	\$0	\$9,501
<b>State Sources Subtotal</b>			<b>\$354,670</b>	<b>\$362,514</b>	<b>\$354,670</b>
<b>Charges for Services</b>					
3401-3406	Income from Departments	04	\$81,412	\$90,508	\$81,412
3409	Other Charges		\$0	\$0	\$0
<b>Charges for Services Subtotal</b>			<b>\$81,412</b>	<b>\$90,508</b>	<b>\$81,412</b>
<b>Miscellaneous Revenues</b>					
3501	Sale of Municipal Property	04	\$23,379	\$7,500	\$23,379
3502	Interest on Investments	04	\$61,423	\$11,004	\$61,423
3503-3509	Other	04	\$57,003	\$68,400	\$57,003
<b>Miscellaneous Revenues Subtotal</b>			<b>\$141,805</b>	<b>\$86,904</b>	<b>\$141,805</b>



**New Hampshire**  
Department of  
Revenue Administration

**2020**  
**MS-636**

**Revenues**

Account	Source	Article	Actual Revenues for period ending 6/30/2019	Estimated Revenues for period ending 6/30/2020	Estimated Revenues for period ending 6/30/2021
<b>Interfund Operating Transfers In</b>					
3912	From Special Revenue Funds		\$0	\$0	\$0
3913	From Capital Projects Funds		\$0	\$0	\$0
3914A	From Enterprise Funds: Airport (Offset)		\$0	\$0	\$0
3914E	From Enterprise Funds: Electric (Offset)		\$0	\$0	\$0
3914O	From Enterprise Funds: Other (Offset)		\$0	\$0	\$0
3914S	From Enterprise Funds: Sewer (Offset)		\$0	\$0	\$0
3914W	From Enterprise Funds: Water (Offset)		\$0	\$0	\$0
3915	From Capital Reserve Funds	06	\$278,097	\$172,000	\$12,200
3916	From Trust and Fiduciary Funds		\$0	\$0	\$0
3917	From Conservation Funds		\$0	\$0	\$0
<b>Interfund Operating Transfers In Subtotal</b>			<b>\$278,097</b>	<b>\$172,000</b>	<b>\$12,200</b>
<b>Other Financing Sources</b>					
3934	Proceeds from Long Term Bonds and Notes	03	\$0	\$0	\$2,900,000
9998	Amount Voted from Fund Balance	16, 05	\$0	\$0	\$107,854
9999	Fund Balance to Reduce Taxes		\$0	\$0	\$0
<b>Other Financing Sources Subtotal</b>			<b>\$0</b>	<b>\$0</b>	<b>\$3,007,854</b>
<b>Total Estimated Revenues and Credits</b>			<b>\$1,976,702</b>	<b>\$1,820,319</b>	<b>\$4,718,659</b>



**New Hampshire**  
*Department of  
Revenue Administration*

**2020  
MS-636**

**Budget Summary**

<b>Item</b>	<b>Period ending 6/30/2021</b>
Operating Budget Appropriations	\$4,276,460
Special Warrant Articles	\$3,327,003
Individual Warrant Articles	\$107,854
Total Appropriations	\$7,711,317
Less Amount of Estimated Revenues & Credits	\$4,718,659
<b>Estimated Amount of Taxes to be Raised</b>	<b>\$2,992,658</b>





**New Hampshire**  
Department of  
Revenue Administration

**2020  
MS-DTB**

**Appropriations**

Account	Purpose	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
<b>General Government</b>					
0000-0000	Collective Bargaining	\$0	\$0	\$0	\$0
4130-4139	Executive	\$145,447	\$0	\$0	\$145,447
4140-4149	Election, Registration, and Vital Statistics	\$106,155	\$0	\$0	\$106,155
4150-4151	Financial Administration	\$176,556	\$0	\$0	\$176,556
4152	Revaluation of Property	\$33,700	\$0	\$0	\$33,700
4153	Legal Expense	\$18,000	\$0	\$0	\$18,000
4155-4159	Personnel Administration	\$766,739	\$20,224	\$0	\$786,963
4191-4193	Planning and Zoning	\$110,728	\$0	\$0	\$110,728
4194	General Government Buildings	\$95,209	\$0	\$0	\$95,209
4195	Cemeteries	\$7,200	\$0	\$0	\$7,200
4196	Insurance	\$44,204	\$0	\$0	\$44,204
4197	Advertising and Regional Association	\$0	\$0	\$0	\$0
4199	Other General Government	\$0	\$0	\$0	\$0
<b>General Government Subtotal</b>		<b>\$1,503,938</b>	<b>\$20,224</b>	<b>\$0</b>	<b>\$1,524,162</b>
<b>Public Safety</b>					
4210-4214	Police	\$750,310	\$0	\$0	\$750,310
4215-4219	Ambulance	\$20,199	\$0	\$0	\$20,199
4220-4229	Fire	\$512,117	\$0	\$0	\$512,117
4240-4249	Building Inspection	\$55,641	\$0	\$0	\$55,641
4290-4298	Emergency Management	\$5,600	\$0	\$0	\$5,600
4299	Other (Including Communications)	\$0	\$0	\$0	\$0
<b>Public Safety Subtotal</b>		<b>\$1,343,867</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,343,867</b>
<b>Airport/Aviation Center</b>					
4301-4309	Airport Operations	\$0	\$0	\$0	\$0
<b>Airport/Aviation Center Subtotal</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Highways and Streets</b>					
4311	Administration	\$527,932	\$0	\$0	\$527,932
4312	Highways and Streets	\$0	\$0	\$0	\$0
4313	Bridges	\$0	\$0	\$0	\$0
4316	Street Lighting	\$0	\$0	\$0	\$0
4319	Other	\$0	\$0	\$0	\$0
<b>Highways and Streets Subtotal</b>		<b>\$527,932</b>	<b>\$0</b>	<b>\$0</b>	<b>\$527,932</b>





**New Hampshire**  
Department of  
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**2020**  
**MS-DTB**

**Appropriations**

Account	Purpose	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
<b>Sanitation</b>					
4321	Administration	\$177,669	\$0	\$0	\$177,669
4323	Solid Waste Collection	\$0	\$0	\$0	\$0
4324	Solid Waste Disposal	\$143,999	\$0	\$0	\$143,999
4325	Solid Waste Cleanup	\$0	\$0	\$0	\$0
4326-4328	Sewage Collection and Disposal	\$0	\$0	\$0	\$0
4329	Other Sanitation	\$0	\$0	\$0	\$0
<b>Sanitation Subtotal</b>		<b>\$321,668</b>	<b>\$0</b>	<b>\$0</b>	<b>\$321,668</b>
<b>Water Distribution and Treatment</b>					
4331	Administration	\$200	\$0	\$0	\$200
4332	Water Services	\$0	\$0	\$0	\$0
4335	Water Treatment	\$0	\$0	\$0	\$0
4338-4339	Water Conservation and Other	\$0	\$0	\$0	\$0
<b>Water Distribution and Treatment Subtotal</b>		<b>\$200</b>	<b>\$0</b>	<b>\$0</b>	<b>\$200</b>
<b>Electric</b>					
4351-4352	Administration and Generation	\$0	\$0	\$0	\$0
4353	Purchase Costs	\$0	\$0	\$0	\$0
4354	Electric Equipment Maintenance	\$0	\$0	\$0	\$0
4359	Other Electric Costs	\$0	\$0	\$0	\$0
<b>Electric Subtotal</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Health</b>					
4411	Administration	\$0	\$0	\$0	\$0
4414	Pest Control	\$500	\$0	\$0	\$500
4415-4419	Health Agencies, Hospitals, and Other	\$22,678	\$0	\$0	\$22,678
<b>Health Subtotal</b>		<b>\$23,178</b>	<b>\$0</b>	<b>\$0</b>	<b>\$23,178</b>
<b>Welfare</b>					
4441-4442	Administration and Direct Assistance	\$25,155	\$0	\$0	\$25,155
4444	Intergovernmental Welfare Payments	\$0	\$0	\$0	\$0
4445-4449	Vendor Payments and Other	\$0	\$0	\$0	\$0
<b>Welfare Subtotal</b>		<b>\$25,155</b>	<b>\$0</b>	<b>\$0</b>	<b>\$25,155</b>
<b>Culture and Recreation</b>					
4520-4529	Parks and Recreation	\$27,000	\$0	\$0	\$27,000
4550-4559	Library	\$239,838	\$0	\$0	\$239,838
4583	Patriotic Purposes	\$500	\$0	\$0	\$500
4589	Other Culture and Recreation	\$0	\$0	\$0	\$0
<b>Culture and Recreation Subtotal</b>		<b>\$267,338</b>	<b>\$0</b>	<b>\$0</b>	<b>\$267,338</b>



**New Hampshire**  
Department of  
Revenue Administration

**2020**  
**MS-DTB**

**Appropriations**

Account	Purpose	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
<b>Conservation and Development</b>					
4611-4612	Administration and Purchasing of Natural Resources	\$0	\$0	\$0	\$0
4619	Other Conservation	\$0	\$0	\$0	\$0
4631-4632	Redevelopment and Housing	\$0	\$0	\$0	\$0
4651-4659	Economic Development	\$0	\$0	\$0	\$0
<b>Conservation and Development Subtotal</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Debt Service</b>					
4711	Long Term Bonds and Notes - Principal	\$90,000	\$0	\$0	\$90,000
4721	Long Term Bonds and Notes - Interest	\$13,964	(\$3,960)	\$0	\$10,004
4723	Tax Anticipation Notes - Interest	\$0	\$0	\$0	\$0
4790-4799	Other Debt Service	\$0	\$0	\$0	\$0
<b>Debt Service Subtotal</b>		<b>\$103,964</b>	<b>(\$3,960)</b>	<b>\$0</b>	<b>\$100,004</b>
<b>Capital Outlay</b>					
4901	Land	\$0	\$0	\$0	\$0
4902	Machinery, Vehicles, and Equipment	\$0	\$0	\$0	\$0
4903	Buildings	\$0	\$0	\$0	\$0
4909	Improvements Other than Buildings	\$0	\$0	\$0	\$0
<b>Capital Outlay Subtotal</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Operating Transfers Out</b>					
4912	To Special Revenue Fund	\$0	\$0	\$0	\$0
4913	To Capital Projects Fund	\$0	\$0	\$0	\$0
4914A	To Proprietary Fund - Airport	\$0	\$0	\$0	\$0
4914E	To Proprietary Fund - Electric	\$0	\$0	\$0	\$0
4914O	To Proprietary Fund - Other	\$0	\$0	\$0	\$0
4914S	To Proprietary Fund - Sewer	\$0	\$0	\$0	\$0
4914W	To Proprietary Fund - Water	\$0	\$0	\$0	\$0
4915	To Capital Reserve Fund	\$0	\$0	\$0	\$0
4916	To Expendable Trusts/Fiduciary Funds	\$0	\$0	\$0	\$0
4917	To Health Maintenance Trust Funds	\$0	\$0	\$0	\$0
4918	To Non-Expendable Trust Funds	\$0	\$0	\$0	\$0
4919	To Fiduciary Funds	\$0	\$0	\$0	\$0
<b>Operating Transfers Out Subtotal</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Operating Budget Appropriations</b>		<b>\$4,117,240</b>	<b>\$16,264</b>	<b>\$0</b>	<b>\$4,133,504</b>

**2020 BALLOT QUESTIONS**  
**Annual Town Election March 10, 2020**  
**For the TOWN OF LEE, NEW HAMPSHIRE**

**FIRST SESSION:** To the inhabitants of the Town of Lee, County of Strafford, State of New Hampshire, qualified to vote in Town Affairs, you are hereby notified to meet at the Mast Way School located on Mast Road, Lee at 9:00 a.m. on February 1, 2020. This session shall consist of explanation, discussion and deliberation of the Warrant Articles numbered 1 through 17. Warrant Articles may be amended subject to the following limitations: (a) Warrant Articles whose wording is prescribed by law shall not be amended, and (b) Warrant Articles that are amended shall be placed on the official ballot for a final vote on the main motion as amended.

**SECOND SESSION:** To the inhabitants of the Town of Lee, County of Strafford, State of New Hampshire, qualified to vote in Town Affairs, you are hereby notified to meet at the Public Safety Complex, 20 George Bennett Road, Lee on March 10, 2020. The Polls will be open from 7:00 a.m. to 7:00 p.m.

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**ARTICLE 1**

To choose all necessary Town Officers for the ensuing year:

<b>SELECTMAN</b>	<b>3-year position</b>	<b>Scott Bugbee</b>
<b>TOWN CLERK / TAX COLLECTOR</b>	<b>3-year position</b>	<b>Linda Reinhold</b>
<b>MODERATOR</b>	<b>2-year position</b>	<b>Don Quigley</b>
<b>SUPERVISOR OF THE CHECKLIST</b>	<b>6-year position</b>	<b>Bambi Miller</b>
<b>TRUSTEE OF THE TRUST FUNDS</b>	<b>3-year position</b>	<b>John Tappan</b>
<b>LIBRARY TRUSTEES</b>	<b>3-year position</b>	<b>Deborah Schanda</b>
	<b>3-year position</b>	<b>Open</b>
<b>CEMETERY TRUSTEES</b>	<b>3-year position</b>	<b>Donna Eisenhard</b>
<b>ADVISORY BUDGET COMMITTEE</b>	<b>3-year position</b>	<b>Patrick Hotaling</b>
	<b>3-year position</b>	<b>Cord Blomquist</b>

**ARTICLE 2**

Are you in favor of the adoption of Amendment No.1-2020 as proposed by the Planning Board for the Town Zoning Ordinance as follows?

- a.** Amend Article II - definition of Accessory Dwelling Unit: Eliminate the requirement that one of the units must be owner-occupied and add that the principal dwelling unit and the ADU shall not be separated in ownership (including by condominium ownership).
- b.** Amend Articles II and XV to require that all wet soils be delineated by a certified NH Soil Scientist in good standing and update the Site-Specific Soil Mapping Standards for New Hampshire and Vermont to Version 5.0 February 2017.

### **ARTICLE 3**

To see if the Town will vote to raise and appropriate the sum of Two Million Nine Hundred Thousand Dollars **(\$2,900,000)** (gross budget) for the purpose of designing, engineering, building, and equipping a new Municipal Office Building, which includes sitework; and to authorize the issuance of not more than Two Million Nine Hundred Thousand Dollars **(\$2,900,000)** of bonds or notes for this project in accordance with the provisions of the Municipal Finance Act RSA 33:1 et seq., as amended; and to authorize the Select Board to apply for, obtain and accept federal, state or other aid, if any, which may be available for said project and to comply with all laws applicable to said project; to authorize the Select Board to issue, negotiate, sell and deliver said bonds and notes and to determine the rate of interest thereon and the maturity and other terms thereof; and to authorize the Select Board to take any other action or to pass any other vote relative thereto; and to further raise and appropriate an additional sum of Thirty-Nine Thousand Eight Hundred and Three Dollars **(\$39,803)** for the first year's interest payment on the bond. Requires 3/5 ballot vote to pass. The Select Board recommends this article.

### **ARTICLE 4**

Shall the Town of Lee raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling **\$4,276,460**. Should this article be defeated, the default budget shall be **\$4,133,504** which is the same as last year, with certain adjustments required by previous action of the Select Board or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. The Select Board recommends this article. Majority vote required.

### **ARTICLE 5**

To see if the town will vote to raise and appropriate the sum of Eighty-Seven Thousand Eight Hundred Fifty-Four Dollars (\$87,854) for the purpose of purchasing twenty (20) portable radios for the Fire Department. This sum to come from unassigned fund balance. No amount to be raised from taxation. The Select Board recommends this article. Majority vote required.

### **ARTICLE 6**

To see if the Town will vote to raise and appropriate a sum not to exceed Twelve Thousand Two Hundred Dollars (\$12,200) for the purchase of a NFPA Compliant Thermal Imager Camera and related accessories and to authorize the withdrawal of this amount from the Fire Equipment Capital Reserve Fund for this acquisition. The Select Board recommends this article. Majority vote required.

### **ARTICLE 7**

Shall the town suspend efforts to remove or demolish the Lee Parish House until July 1, 2023 to allow the Lee Heritage Commission sufficient time to explore options for its preservation and future use and to submit a proposal for the March 2023 ballot? The Select Board recommends this article. Majority vote required.

## **ARTICLE 8**

To see if the Town will vote to raise and appropriate the sum of One Hundred Seventy-Five Thousand dollars (\$175,000) to be deposited into the Fire Equipment Capital Reserve Fund. The Select Board recommends this article. Majority vote required.

## **ARTICLE 9**

To see if the Town will vote to raise and appropriate the sum of Fifty Thousand dollars (\$50,000) to be deposited into the Town Buildings Capital Reserve Fund. The Select Board recommends this article. Majority vote required.

## **ARTICLE 10**

To see if the Town will vote to raise and appropriate the sum of Twenty-Five Thousand dollars (\$25,000) to be deposited into the Highway Dept. Road and Bridge Improvement Plan Capital Reserve Fund. The Select Board recommends this article. Majority vote required.

## **ARTICLE 11**

To see if the Town will vote to raise and appropriate the sum of Fifty-Five Thousand dollars (\$55,000) to be deposited into the Highway Equipment Capital Reserve Fund. The Select Board recommends this article. Majority vote required.

## **ARTICLE 12**

To see if the Town will vote to raise and appropriate the sum of Twenty Thousand dollars (\$20,000) to be deposited into the Transfer Station Equipment Capital Reserve Fund. The Select Board recommends this article. Majority vote required.

## **ARTICLE 13**

To see if the Town will vote to raise and appropriate the sum of Twenty Thousand dollars (\$20,000) to be deposited into the Fire Ponds and Cisterns Capital Reserve Fund. The Select Board recommends this article. Majority vote required.

## **ARTICLE 14**

To see if the Town will vote to raise and appropriate the sum of Fifteen Thousand dollars (\$15,000) to be deposited into the Revaluation Capital Reserve Fund. The Select Board recommends this article. Majority vote required.

## **ARTICLE 15**

To see if the Town will vote to raise and appropriate the sum of Fifteen Thousand dollars (\$15,000) to be deposited into the Internal Service Expendable Trust Fund for Accrued Benefits. The Select Board recommends this article. Majority vote required.

## **ARTICLE 16**

To see if the Town will vote to establish a contingency fund for Fiscal Year 2021 for unanticipated expenses that may arise and further to raise and appropriate Twenty Thousand dollars (\$20,000) to go into the fund. This sum to come from the Unassigned Fund Balance and no amount to be raised from general taxation. Any appropriation left in the fund at the end of the year will lapse to the general fund. The governing

body shall annually publish a detailed report of all expenditures from the fund. The Select Board recommends this article. Majority vote required.

**ARTICLE 17**

To see if the Town will vote to increase the number of Heritage Commission members from 5 to 7 and to establish one additional alternate member in accordance with NH RSA 673:4-a I. The Select Board recommends this article. Majority vote required.



# PLODZIK & SANDERSON

*Professional Association/Accountants & Auditors*

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## ***INDEPENDENT AUDITOR'S REPORT***

To the Members of the Board of Selectmen  
Town of Lee  
Lee, New Hampshire

We have audited the accompanying financial statements of the governmental activities, major fund, and aggregate remaining fund information of the Town of Lee as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit unmodified and adverse opinions.

### **Summary of Opinions**

<u>Opinion Unit</u>	<u>Type of Opinion</u>
Governmental Activities	Adverse
General Fund	Unmodified
Aggregate Remaining Fund Information	Unmodified

### ***Basis for Adverse Opinion on Governmental Activities***

As discussed in Note 13-B to the financial statements, management has not recorded the long-term costs of retirement health care costs and obligations for other postemployment benefits in the governmental activities. Accounting principles generally accepted in the United States of America require that those costs be recorded, which would increase the liabilities, decrease the net position and increase the expenses of the governmental activities. The amount by which this departure would affect the liabilities, net position, and expenses on the governmental activities has not been determined.

*Town of Lee*  
*Independent Auditor's Report*

***Adverse Opinion***

In our opinion, because of the significance of the matter described in the "Basis for Adverse Opinion on Governmental Activities" paragraph, the financial statements referred to above do not present fairly the financial position of the governmental activities of the Town of Lee, as of June 30, 2019, or the changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

***Unmodified Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the major fund and aggregate remaining fund information of the Town of Lee as of June 30, 2019, and the respective changes in financial position and the respective budgetary comparison for the general fund, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

***Other Matters***

**Required Supplementary Information** – Accounting principles generally accepted in the United States of America require that the following be presented to supplement the basic financial statements:

- Management's Discussion and Analysis,
- Schedule of the Town's Proportionate Share of Net Pension Liability,
- Schedule of Town Contributions – Pensions,
- Schedule of the Town's Proportionate Share of the Net Other Postemployment Benefits Liability,
- Schedule of Town Contributions – Other Postemployment Benefits, and
- Notes to the Required Supplementary Information

Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

**Other Information** – Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Lee's basic financial statements. The combining and individual fund schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual fund schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

January 24, 2020

*Plodzik & Sanderson*  
*Professional Association*



**EXHIBIT C-1**  
**TOWN OF LEE, NEW HAMPSHIRE**  
**Governmental Funds**  
**Balance Sheet**  
**June 30, 2019**

	General	Other Governmental Funds	Total Governmental Funds
<b>ASSETS</b>			
Cash and cash equivalents	\$ 6,575,150	\$ 303,990	\$ 6,879,140
Investments	3,366,638	96,015	3,462,653
Taxes receivable	2,169,232	-	2,169,232
Accounts receivable	103,673	33,368	137,041
Interfund receivable	163,429	-	163,429
Total assets	<u>\$ 12,378,122</u>	<u>\$ 433,373</u>	<u>\$ 12,811,495</u>
<b>LIABILITIES</b>			
Accounts payable	\$ 61,060	\$ -	\$ 61,060
Accrued salaries and benefits	88,776	594	89,370
Intergovernmental payable	5,565,440	-	5,565,440
Interfund payable	-	163,429	163,429
Total liabilities	<u>5,715,276</u>	<u>164,023</u>	<u>5,879,299</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Unavailable revenue - Property taxes	<u>1,526,471</u>	<u>-</u>	<u>1,526,471</u>
<b>FUND BALANCES</b>			
Nonspendable	-	120,810	120,810
Restricted	23,445	58,271	81,716
Committed	2,714,042	84,213	2,798,255
Assigned	149,197	6,056	155,253
Unassigned	<u>2,249,691</u>	<u>-</u>	<u>2,249,691</u>
Total fund balances	<u>5,136,375</u>	<u>269,350</u>	<u>5,405,725</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 12,378,122</u>	<u>\$ 433,373</u>	<u>\$ 12,811,495</u>

**EXHIBIT C-3**  
**TOWN OF LEE, NEW HAMPSHIRE**  
**Governmental Funds**  
**Statement of Revenues, Expenditures, and Changes in Fund Balances**  
**For the Fiscal Year Ended June 30, 2019**

	General	Other Governmental Funds	Total Governmental Funds
<b>REVENUES</b>			
Taxes	\$ 3,067,138	\$ -	\$ 3,067,138
Licenses and permits	980,512	-	980,512
Intergovernmental	356,070	-	356,070
Charges for services	87,038	172,760	259,798
Miscellaneous	310,857	14,430	325,287
Total revenues	<u>4,801,615</u>	<u>187,190</u>	<u>4,988,805</u>
<b>EXPENDITURES</b>			
Current:			
General government	1,446,133	-	1,446,133
Public safety	1,279,794	137,104	1,416,898
Highways and streets	497,077	-	497,077
Sanitation	321,515	-	321,515
Health	20,878	-	20,878
Welfare	12,216	-	12,216
Culture and recreation	292,399	11,697	304,096
Conservation	4,570	-	4,570
Debt service:			
Principal	90,000	-	90,000
Interest	17,873	-	17,873
Capital outlay	330,004	-	330,004
Total expenditures	<u>4,312,459</u>	<u>148,801</u>	<u>4,461,260</u>
Net change in fund balances	489,156	38,389	527,545
Fund balances, beginning, as restated (see Note 17)	4,647,219	230,961	4,878,180
Fund balances, ending	<u>\$ 5,136,375</u>	<u>\$ 269,350</u>	<u>\$ 5,405,725</u>

***SCHEDULE 1***  
**TOWN OF LEE, NEW HAMPSHIRE**  
**Major General Fund**  
*Schedule of Estimated and Actual Revenues (Non-GAAP Budgetary Basis)*  
*For the Fiscal Year Ended June 30, 2019*

	Estimated	Actual	Variance Positive (Negative)
Taxes:			
Property	\$ 2,868,447	\$ 2,634,484	\$ (233,963)
Land use change	15,872	23,000	7,128
Yield	5,715	1,220	(4,495)
Excavation	285	596	311
Payment in lieu of taxes	6,257	6,257	-
Interest and penalties on taxes	107,212	109,858	2,646
Total from taxes	<u>3,003,788</u>	<u>2,775,415</u>	<u>(228,373)</u>
Licenses, permits, and fees:			
Business licenses, permits, and fees	8,807	7,642	(1,165)
Motor vehicle permit fees	859,759	887,843	28,084
Building permits	81,599	60,135	(21,464)
Other	22,887	24,167	1,280
Total from licenses, permits, and fees	<u>973,052</u>	<u>979,787</u>	<u>6,735</u>
Intergovernmental:			
State:			
Meals and rooms distribution	223,868	223,868	-
Highway block grant	114,224	114,051	(173)
Other	24,422	7,250	(17,172)
Federal:			
FEMA	-	9,501	9,501
Total from intergovernmental	<u>362,514</u>	<u>354,670</u>	<u>(7,844)</u>
Charges for services:			
Income from departments	<u>90,508</u>	<u>81,412</u>	<u>(9,096)</u>
Miscellaneous:			
Sale of municipal property	7,500	23,379	15,879
Interest on investments	11,004	65,634	54,630
Other	68,400	160,676	92,276
Total from miscellaneous	<u>86,904</u>	<u>249,689</u>	<u>162,785</u>
Other financing sources:			
Transfers in	<u>274,522</u>	<u>272,874</u>	<u>(1,648)</u>
Total revenues and other financing sources	<u>4,791,288</u>	<u>\$ 4,713,847</u>	<u>\$ (77,441)</u>
Amounts voted from fund balance	<u>273,410</u>		
Total revenues, other financing sources, and use of fund balance	<u>\$ 5,064,698</u>		

**SCHEDULE 2**  
**TOWN OF LEE, NEW HAMPSHIRE**  
**Major General Fund**  
*Schedule of Appropriations, Expenditures, and Encumbrances (Non-GAAP Budgetary Basis)*  
**For the Fiscal Year Ended June 30, 2019**

	Encumbered from Prior Year	Appropriations	Expenditures	Encumbered to Subsequent Year	Variance Positive (Negative)
Current:					
General government:					
Executive	\$ -	\$ 143,849	\$ 140,559	\$ -	\$ 3,290
Election and registration	-	104,468	104,646	-	(178)
Financial administration	-	181,176	161,976	-	19,200
Revaluation of property	-	33,700	33,257	-	443
Legal	-	15,000	12,077	-	2,923
Personnel administration	-	822,013	711,314	-	110,699
Planning and zoning	-	114,027	121,429	-	(7,402)
General government buildings	-	99,002	92,510	1,285	5,207
Cemeteries	-	6,300	3,243	-	3,057
Insurance, not otherwise allocated	-	44,096	44,096	-	-
Other	-	34,601	21,026	-	13,575
Total general government	-	1,598,232	1,446,133	1,285	150,814
Public safety:					
Police	-	719,108	713,478	-	5,630
Ambulance	-	19,963	19,963	-	-
Fire	4,500	523,074	485,560	21,934	20,080
Building inspection	-	54,549	54,202	-	347
Emergency management	-	7,600	6,591	-	1,009
Total public safety	4,500	1,324,294	1,279,794	21,934	27,066
Highways and streets:					
Administration	-	497,967	491,822	9,241	(3,096)
Highways and streets	-	5,255	5,255	-	-
Total highways and streets	-	503,222	497,077	9,241	(3,096)
Sanitation:					
Administration	-	168,935	164,566	-	4,369
Solid waste disposal	-	139,070	139,872	-	(802)
Other	-	17,077	17,077	-	-
Total sanitation	-	325,082	321,515	-	3,567
Water distribution and treatment	-	200	-	-	200
Health:					
Pest control	-	1,000	-	-	1,000
Health agencies	-	20,878	20,878	-	-
Total health	-	21,878	20,878	-	1,000
Welfare:					
Administration and direct assistance	-	30,200	12,216	-	17,984
Culture and recreation:					
Parks and recreation	-	46,200	42,854	2,800	546
Library	-	229,607	240,568	-	(10,961)
Patriotic purposes	-	500	154	-	346
Other	-	1,000	35	-	965
Total culture and recreation	-	277,307	283,611	2,800	(9,104)
Conservation	-	3,410	-	-	3,410

(Continued)

*SCHEDULE 2 (Continued)*  
**TOWN OF LEE, NEW HAMPSHIRE**  
*Major General Fund*

*Schedule of Appropriations, Expenditures, and Encumbrances (Non-GAAP Budgetary Basis)*  
*For the Fiscal Year Ended June 30, 2019*

	Encumbered from Prior Year	Appropriations	Expenditures	Encumbered to Subsequent Year	Variance Positive (Negative)
Debt service:					
Principal of long-term debt	-	90,000	90,000	-	-
Interest on long-term debt	-	17,873	17,873	-	-
Total debt service	-	107,873	107,873	-	-
Capital outlay	-	422,000	330,004	65,478	26,518
Other financing uses:					
Transfers out	-	451,000	465,910	-	(14,910)
Total appropriations, expenditures, other financing uses, and encumbrances	\$ 4,500	\$ 5,064,698	\$ 4,765,011	\$ 100,738	\$ 203,449

Town of Lee  
Fiscal Year 2019  
Appropriations vs. Expenditures

**OPERATING BUDGET**

	<b>Appropriations</b>	<b>Expenditures</b>	<b>Balance</b>
BOS - Town Administrator Salary	\$78,000	\$78,000	\$0
BOS - Town Secretary Wages	\$47,849	\$48,714	(\$865)
BOS - Temporary Employee Wages	\$3,500	\$0	\$3,500
BOS - Overtime	\$3,500	\$2,872	\$628
BOS - Selectboard Salary	\$7,500	\$7,500	\$0
BOS - Trustees of Trust Salary	\$300	\$200	\$100
BOS - Town Report	\$2,500	\$2,264	\$236
BOS - Conference	\$200	\$81	\$119
BOS - Supplies	\$500	\$928	(\$428)
<b>Select Board 41301</b>	<b>\$143,849</b>	<b>\$140,559</b>	<b>\$3,290</b>
Elections & Regis. - Moderator Salary	\$600	\$1,391	(\$791)
Elections & Regis. - Assistant Moderator	\$400	\$0	\$400
Elections & Regis. - Supervisors of the Checklist	\$3,700	\$3,254	\$446
Elections & Regis. - Ballot Clerks	\$1,300	\$2,065	(\$765)
Elections & Regis. - Town Meeting Expense	\$400	\$210	\$190
Elections & Regis. - Legal Notices	\$400	\$320	\$80
Elections & Regis. - Printing (Ballots)	\$4,000	\$4,649	(\$649)
Elections & Registrations - Training	\$120	\$0	\$120
Elections & Regis. - Mileage	\$50	\$0	\$50
Elections & Regis. - Postage	\$50	\$38	\$12
Elections & Regis. - Meals	\$600	\$442	\$158
<b>Elections &amp; Registrations 41401</b>	<b>\$11,620</b>	<b>\$12,370</b>	<b>(\$750)</b>
TC/TC - Deputy Wages PT	\$23,615	\$21,102	\$2,513
TC/TC - Overtime	\$0	\$48	(\$48)
TC/TC - Salary	\$50,103	\$50,104	(\$1)
TC/TC - Lien Searches	\$1,000	\$980	\$20
TC/TC - Telephone	\$0	\$0	\$0
TC/TC - Software	\$8,000	\$8,740	(\$740)
TC/TC - Legal Notices/Advertising	\$400	\$320	\$80
TC/TC - Dues & Subscriptions	\$80	\$60	\$20
TC/TC - Training	\$500	\$146	\$354
TC/TC - Mileage	\$1,000	\$789	\$211
TC/TC - Conference/Travel	\$250	\$50	\$200
TC/TC - Registry Redemptions	\$400	\$728	(\$328)
TC/TC - Postage	\$5,000	\$6,093	(\$1,093)
TC/TC - Dog Tags	\$300	\$277	\$23
TC/TC - Office Supplies	\$2,200	\$2,840	(\$640)
<b>Town Clerk/Tax Collector 41411</b>	<b>\$92,848</b>	<b>\$92,278</b>	<b>\$570</b>
Fin. Admin. - Finance Officer Salary	\$52,000	\$52,000	\$0
Fin. Admin. - Accounting Assistant Wages	\$14,977	\$14,333	\$645
Fin. Admin. - Treasurer Salary PT	\$3,500	\$3,500	\$0
Fin. Admin. - ABC Salary	\$600	\$500	\$100

Town of Lee  
Fiscal Year 2019  
Appropriations vs. Expenditures

**OPERATING BUDGET**

	<b>Appropriations</b>	<b>Expenditures</b>	<b>Balance</b>
Fin. Admin - Professional Audit	\$12,000	\$10,260	\$1,740
Fin. Admin. - Legal Notices/Advertising	\$2,000	\$2,739	(\$739)
Fin. Admin. - Printing	\$2,000	\$2,438	(\$438)
Fin. Admin. - Dues & Subscriptions	\$4,200	\$4,363	(\$163)
Fin. Admin. - Training	\$300	\$933	(\$633)
Fin. Admin. - Mileage	\$500	\$600	(\$100)
Fin. Admin. - Conference/Travel	\$1,600	\$1,138	\$462
Fin. Admin. - Postage/IT	\$2,200	\$1,961	\$239
Fin. Admin. - Office Supplies	\$3,000	\$3,085	(\$85)
Fin. Admin. - Kitchen Supplies	\$200	\$0	\$200
Fin. Admin. - Reference Materials	\$0	\$0	\$0
Fin. Admin. - New Equipment	\$500	\$0	\$500
<b>Financial Admin 41501</b>	<b>\$99,577</b>	<b>\$97,850</b>	<b>\$1,727</b>
Fin. Admin. - Telephone - Landlines	\$1,600	\$1,492	\$108
Fin. Admin. - Computer Software	\$500	\$30	\$470
Fin. Admin. - Computer Services	\$45,000	\$35,055	\$9,945
Fin. Admin. - PEG Access	\$0	\$0	\$0
Fin. Admin. - Software Support Services	\$19,000	\$17,678	\$1,322
Fin. Admin. - Printer/Copier/Fax Lease Agreements	\$2,500	\$1,693	\$807
Fin. Admin. - Alarms	\$2,000	\$2,363	(\$363)
Fin. Admin. - M & R	\$1,000	\$43	\$957
Fin. Admin. - Training	\$2,000	\$195	\$1,805
Fin. Admin. - Computer Hardware (New Equipment)	\$8,000	\$5,577	\$2,423
<b>Information Technology 41502</b>	<b>\$81,600</b>	<b>\$64,127</b>	<b>\$17,473</b>
Assessing - Assessing Firms	\$32,000	\$32,966	(\$966)
Assessing - Tax Maps	\$1,200	\$0	\$1,200
Assessing - Mileage	\$500	\$291	\$209
<b>Assessing 41521</b>	<b>\$33,700</b>	<b>\$33,256</b>	<b>\$444</b>
Legal Expense - General	\$12,000	\$11,132	\$868
Legal Expense - Fairpoint	\$3,000	\$945	\$2,055
<b>Legal Expense 41531</b>	<b>\$15,000</b>	<b>\$12,077</b>	<b>\$2,923</b>
Personnel - Bonus	\$0	\$0	\$0
Personnel - Pay in Lieu of Vacation	\$10,000	\$8,788	\$1,212
Personnel - Health Insurance	\$378,956	\$276,200	\$102,756
Personnel - FSA - through Health Trust	\$792	\$224	\$568
Personnel - Health Insurance Buy Out	\$12,452	\$22,972	(\$10,520)
Personnel - Dental Insurance	\$18,967	\$14,329	\$4,638
Personnel - SS	\$67,189	\$63,601	\$3,587
Personnel - MC	\$26,708	\$23,461	\$3,246
Personnel - MC - St. Gr. PD OT (to be Reimbursed)	\$0	\$18	(\$18)

Town of Lee  
Fiscal Year 2019  
Appropriations vs. Expenditures

**OPERATING BUDGET**

	<b>Appropriations</b>	<b>Expenditures</b>	<b>Balance</b>
Personnel Admin. - Retirement - Group I	\$74,230	\$75,496	(\$1,267)
Personnel Admin. - Retirement - Group II Police	\$142,027	\$136,786	\$5,241
Personnel Admin. - Retirement - Group II Fire	\$40,772	\$40,750	\$22
Per. - Retire. - St. Gr PD OT (to be Reimbursed)	\$0	\$365	(\$365)
Personnel Admin. - Unemployment	\$3,010	\$386	\$2,624
Personnel Admin. - Worker's Compensation	\$39,399	\$38,033	\$1,366
Personnel Admin. - Fire Accident & Health Ins.	\$5,461	\$5,609	(\$148)
Personnel Admin. - Background Check	\$300	\$1,211	(\$911)
Personnel. Admin. - Special Awards/Flowers	\$1,500	\$2,250	(\$750)
Personnel. Admin. - Food/Meetings	\$250	\$835	(\$585)
<b>Personnel Admin 41551</b>	<b>\$822,013</b>	<b>\$711,316</b>	<b>\$110,697</b>

P & Z - Administrator Wages	\$56,165	\$56,376	(\$211)
P & Z - On Call Wages	\$0	\$528	(\$528)
P & Z - Overtime	\$1,500	\$1,357	\$143
P & Z - Telephone - Landline	\$880	\$461	\$419
P & Z - Telephone - Cell Phone Reimbursement	\$720	\$720	\$0
P & Z - Software	\$1,300	\$1,313	(\$13)
P & Z - Outside Consulting	\$1,050	\$0	\$1,050
P & Z - Legal Expense	\$30,000	\$31,993	(\$1,993)
P & Z - Vehicle M & R	\$850	\$1,693	(\$843)
P & Z - Equipment Lease	\$3,200	\$3,019	\$181
P & Z - Strafford County Regional Planning	\$5,162	\$5,170	(\$8)
P & Z - Recording Fees	\$50	\$0	\$50
P & Z - Legal Notices & Advertising	\$6,300	\$6,878	(\$578)
P & Z - Dues & Subscriptions	\$400	\$270	\$130
P & Z - Training	\$1,000	\$530	\$470
P & Z - Mileage	\$100	\$0	\$100
P & Z - Postage	\$1,700	\$1,888	(\$188)
P & Z - Office Supplies	\$1,100	\$1,080	\$20
P & Z - Electricity	\$1,250	\$1,292	(\$42)
P & Z - Gas/Oil Vehicle	\$750	\$357	\$393
P & Z - Resource Materials	\$250	\$102	\$149
P & Z - New Equipment	\$300	\$402	(\$102)
<b>Planning &amp; Zoning 41911</b>	<b>\$114,027</b>	<b>\$115,428</b>	<b>(\$1,401)</b>

Govt. Buildings - Maintenance Wages FT	\$0	\$0	\$0
Govt. Buildings - Maintenance Wages PT	\$57,402	\$55,333	\$2,069
Govt. Buildings - Telephone - Cell Phone Reimburse	\$720	\$330	\$390
Govt. Buildings - Landscape	\$500	\$15	\$485
Govt. Buildings - M & R	\$20,000	\$17,602	\$2,398
Govt. Buildings - Uniforms	\$400	\$0	\$400
Govt. Buildings - Mileage	\$500	\$447	\$53
Govt. Buildings - Supplies	\$5,000	\$3,178	\$1,822
Govt. Buildings - Supplies - Energy Committee	\$1,500	\$0	\$1,500



Town of Lee  
Fiscal Year 2019  
Appropriations vs. Expenditures

**OPERATING BUDGET**

	<b>Appropriations</b>	<b>Expenditures</b>	<b>Balance</b>
Govt. Buildings - Supplies - Sustainability Commit	\$1,000	\$590	\$410
Govt. Buildings - Water - Safety Complex	\$100	\$31	\$69
Govt. Buildings - Bottled Water - Town Hall	\$200	\$57	\$143
Govt. Buildings - Electricity - Caution Lights	\$720	\$709	\$11
Govt. Buildings - Electricity - Tennis Court	\$360	\$352	\$8
Govt. Buildings - Electricity - Town Hall	\$3,500	\$3,381	\$119
Govt. Buildings - Electricity - Triangle - Holiday	\$150	\$125	\$25
Govt. Buildings - Electricity - Vault	\$300	\$284	\$16
Govt. Buildings - Heat - Town Hall Complex	\$6,000	\$5,170	\$830
Govt. Buildings - Heat - Safety Complex	\$400	\$406	(\$6)
Govt. Buildings - JLSC	\$250	\$0	\$250
<b>Gov't. Buildings 41941</b>	<b>\$99,002</b>	<b>\$88,011</b>	<b>\$10,991</b>
Cemetery - Superintendent Salary	\$600	\$150	\$450
Cemetery - Trustees Salary	\$300	\$300	\$0
Cemetery - M & R	\$0	\$1,600	(\$1,600)
Cemetery - Flags	\$400	\$530	(\$130)
Cemetery - Gas/Oil/Fuel	\$0	\$0	\$0
Cemetery - Improvements	\$5,000	\$12	\$4,988
Cemetery - New Equipment	\$0	\$11	(\$11)
Cemetery - Memorial Replacement	\$0	\$640	(\$640)
<b>Cemetery 41951</b>	<b>\$6,300</b>	<b>\$3,242</b>	<b>\$3,058</b>
<b>Insurance - Property Liability 41961</b>	<b>\$44,096</b>	<b>\$44,096</b>	<b>\$0</b>
<b>Other General Government 41991</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Police - Chief Salary	\$83,240	\$83,240	\$0
Police - Sergeant Wages	\$56,647	\$50,684	\$5,963
Police - Senior Patrol Wages	\$99,864	\$145,743	(\$45,879)
Police - Patrol Wages	\$142,196	\$133,633	\$8,563
Police - Secretary Wages	\$48,267	\$48,277	(\$10)
Police - Officer Holiday Pay	\$16,339	\$14,849	\$1,491
Police - Detective	\$47,000	\$0	\$47,000
Police - Corporal	\$0	\$0	\$0
Police - Sergeant	\$0	\$6,728	(\$6,728)
Police - Lieutenant	\$0	\$0	\$0
Police - PT Patrol Officer	\$35,999	\$28,629	\$7,370
Police - Clerical Replacement	\$0	\$0	\$0
Police - Officer Overtime	\$29,906	\$31,780	(\$1,874)
Police - St. Gr. OT (to be Reimbursed)	\$0	\$1,239	(\$1,239)
Police - Telephone - Landlines	\$2,160	\$1,790	\$370

Town of Lee  
Fiscal Year 2019  
Appropriations vs. Expenditures

**OPERATING BUDGET**

	<b>Appropriations</b>	<b>Expenditures</b>	<b>Balance</b>
Police - Telephone - Cell Phones	\$5,000	\$3,777	\$1,223
Police - Telephone - Cell Phone Reimbursement	\$720	\$798	(\$78)
Police - Evidence	\$800	\$1,868	(\$1,068)
Police - Vehicle Repair	\$13,500	\$12,009	\$1,491
Police - Radio Repair	\$1,950	\$872	\$1,079
Police - Uniforms	\$5,000	\$9,863	(\$4,863)
Police - Lease Agreements/Contracts	\$16,413	\$15,381	\$1,032
Police - Printing	\$1,000	\$501	\$499
Police - Dues	\$500	\$125	\$375
Police - Training	\$7,500	\$9,669	(\$2,169)
Police - Supplies	\$3,500	\$3,504	(\$4)
Police - Heat	\$6,000	\$8,148	(\$2,148)
Police - Electricity	\$10,250	\$8,828	\$1,422
Police - Gas/Oil/ Vehicles	\$27,000	\$28,076	(\$1,076)
Police - New Equipment	\$43,200	\$47,975	(\$4,775)
<b>Police Department 42101</b>	<b>\$703,951</b>	<b>\$697,986</b>	<b>\$5,966</b>
Dispatch - Police - Strafford County	\$6,712	\$7,047	(\$335)
Dispatch - Fire - UNH	\$8,445	\$8,445	\$0
<b>Dispatch 42111</b>	<b>\$15,157</b>	<b>\$15,492</b>	<b>(\$335)</b>
<b>Ambulance 42151</b>	<b>\$19,963</b>	<b>\$19,963</b>	<b>\$0</b>
Fire - Chief Salary	\$72,127	\$72,127	\$0
Fire - FT Lieutenant Wages	\$51,406	\$49,310	\$2,097
Fire - FT Firefighter Wages	\$0	\$0	\$0
Fire - FT FF Holiday Wages	\$3,030	\$0	\$3,030
Fire - PT Deputy Salary	\$7,993	\$3,997	\$3,997
Fire - PT FF Wages	\$118,959	\$98,109	\$20,849
Fire - PT LT Wages	\$0	\$204	(\$204)
Fire - On Call Firefighter Wages	\$48,419	\$46,256	\$2,164
Fire - Night Shift Incentive	\$23,000	\$21,816	\$1,184
Fire - Overtime	\$5,000	\$6,179	(\$1,179)
Fire - Telephone - Landlines	\$1,700	\$1,581	\$119
Fire - Telephone - Cell Phones	\$0	\$400	(\$400)
Fire - Equipment M & R	\$9,500	\$6,607	\$2,893
Fire - Vehicle Equipment M & R	\$10,000	\$10,669	(\$669)
Fire - Radio Repair	\$3,000	\$1,282	\$1,718
Fire - Uniforms	\$2,500	\$6,820	(\$4,320)
Fire - Lease Agreements/Contracts	\$11,500	\$9,579	\$1,921
Fire - Printing	\$50	\$0	\$50
Fire - Fire Prevention Safety	\$500	\$534	(\$34)
Fire - Dues/Subscriptions	\$6,000	\$7,344	(\$1,344)

Town of Lee  
Fiscal Year 2019  
Appropriations vs. Expenditures

**OPERATING BUDGET**

	<b>Appropriations</b>	<b>Expenditures</b>	<b>Balance</b>
Fire - Training	\$10,000	\$9,771	\$229
Fire - Conference/Travel	\$1,000	\$525	\$475
Fire - Postage	\$50	\$104	(\$54)
Fire - Office Supplies	\$1,500	\$1,508	(\$8)
Fire - Supplies	\$1,000	\$1,360	(\$360)
Fire - Medical Supplies	\$3,000	\$4,997	(\$1,997)
Fire - Bottled Water	\$500	\$202	\$298
Fire - Heat	\$6,000	\$8,147	(\$2,147)
Fire - Electricity	\$10,250	\$8,828	\$1,422
Fire - Gas/Oil/Fuel	\$1,500	\$1,491	\$9
Fire - Diesel Fuel	\$7,500	\$7,848	(\$348)
Fire - Special Events	\$500	\$652	(\$152)
Fire - Personal Protective Equipment	\$20,000	\$9,765	\$10,235
Fire - New Equipment	\$20,000	\$18,227	\$1,773
<b>Fire Department 42201</b>	<b>\$457,485</b>	<b>\$416,238</b>	<b>\$41,247</b>
Code Enforce. - FT Building Inspector	\$53,549	\$53,835	(\$286)
Code Enforce. - Building Inspector Wages	\$0	\$0	\$0
Code Enforce. - Overtime	\$1,000	\$367	\$633
<b>Code Enforcement 42401</b>	<b>\$54,549</b>	<b>\$54,202</b>	<b>\$347</b>
EOC - Director Wages	\$1,000	\$1,000	\$0
EOC - Assist. Wages	\$600	\$600	\$0
EOC - Supplies	\$6,000	\$4,991	\$1,009
<b>Emergency Management 42901</b>	<b>\$7,600</b>	<b>\$6,591</b>	<b>\$1,009</b>
Highway - Road Agent Salary	\$68,735	\$52,173	\$16,562
Highway - Road Agent Asst. Wages	\$47,845	\$48,657	(\$811)
Highway - FT Wages	\$45,766	\$46,442	(\$676)
Highway - Holiday Wages	\$1,280	\$0	\$1,280
Highway - PT On Call Wages	\$12,000	\$15,840	(\$3,840)
Highway - Overtime	\$9,500	\$9,301	\$199
Highway - Miscellaneous/Engineering	\$5,500	\$5,447	\$53
Highway - Flaggers	\$0	\$340	(\$340)
Highway - Police Details	\$3,000	\$0	\$3,000
Highway - Telephone - Landlines	\$820	\$662	\$158
Highway - Telephone - Cell Phone Reimbursement	\$1,080	\$990	\$90
Highway - Medical Drug Testing	\$750	\$211	\$539
Highway - Parks & Grounds Maintenance	\$7,000	\$5,288	\$1,712
Highway - Subcontracted Repairs	\$5,000	\$4,836	\$164
Highway - Parts/In House Repairs	\$13,500	\$8,239	\$5,261
Highway - Wear Edges (Plows & Equipment)	\$3,500	\$1,517	\$1,983
Highway - Building M & R	\$2,500	\$1,915	\$585
Highway - Uniforms	\$2,500	\$1,671	\$829
Highway - Rented and Hired Equipment	\$16,000	\$15,431	\$569
Highway - Signs & Warning Devices	\$1,750	\$900	\$850

Town of Lee  
Fiscal Year 2019  
Appropriations vs. Expenditures

**OPERATING BUDGET**

	<b>Appropriations</b>	<b>Expenditures</b>	<b>Balance</b>
Highway - Tires	\$2,000	\$2,197	(\$197)
Highway - Office Supplies	\$250	\$202	\$48
Highway - Supplies - Other	\$4,000	\$1,667	\$2,333
Highway - Heat	\$4,000	\$5,259	(\$1,259)
Highway - Electricity - Annex 0436214010	\$1,000	\$1,050	(\$50)
Highway - Electricity - Salt Shed 0436214510	\$1,000	\$963	\$37
Highway - Gas	\$5,940	\$5,690	\$250
Highway - Diesel	\$13,750	\$10,981	\$2,769
Highway - Paving & Asphalt Products	\$175,000	\$170,532	\$4,468
Highway - Stone/Sand/Gravel	\$9,000	\$9,000	\$0
Highway - Culverts/Guard Rails +	\$5,000	\$227	\$4,773
Highway - Salt/Sand/Magnesium	\$28,000	\$27,626	\$374
Highway - New Equipment/Tools	\$1,000	\$2,370	(\$1,370)
<b>Highway Department 43111</b>	<b>\$497,967</b>	<b>\$457,621</b>	<b>\$40,345</b>
Transfer Station - Manager	\$47,940	\$45,732	\$2,208
Transfer Station - FT Wages	\$38,953	\$40,254	(\$1,302)
Transfer Station - PT Wages	\$41,357	\$35,135	\$6,222
Transfer Station - PT Clerical Wages	\$100	\$0	\$100
Transfer Station - Overtime	\$1,400	\$808	\$592
Transfer Station - Engineering	\$0	\$0	\$0
Transfer Station - Compliance	\$200	\$0	\$200
Transfer Station - Telephone - Landlines	\$450	\$365	\$85
Transfer Station - Telephone - Cell Phone Reimburs	\$360	\$360	\$0
Transfer Station - Internet Provider	\$1,300	\$1,457	(\$157)
Transfer Station - Recycling Expense	\$2,000	\$2,550	(\$550)
Transfer Station - CFC Removal	\$200	\$79	\$121
Transfer Station - Grounds Maintenance	\$1,500	\$3,289	(\$1,789)
Transfer Station - Equipment M & R	\$7,000	\$9,644	(\$2,644)
Transfer Station - Uniforms	\$2,500	\$2,351	\$149
Transfer Station - Volunteer T Shirts	\$0	\$0	\$0
Transfer Station - Porta Potty	\$650	\$654	(\$4)
Transfer Station - Printing	\$1,450	\$1,630	(\$180)
Transfer Station - Dues & Subscriptions	\$450	\$303	\$147
Transfer Station - Training	\$1,500	\$368	\$1,132
Transfer Station - Mileage	\$800	\$0	\$800
Transfer Station - Conference & Travel	\$400	\$585	(\$185)
Transfer Station - Postage	\$25	\$0	\$25
Transfer Station - Office Supplies	\$750	\$813	(\$63)
Transfer Station - Other	\$500	\$499	\$1
Transfer Station - Kitchen Expense	\$500	\$519	(\$19)
Transfer Station - Compost Bins & Pails	\$300	\$208	\$92
Transfer Station - Volunteer Thanks	\$150	\$0	\$150
Transfer Station - Heat	\$1,200	\$839	\$361
TS - Electricity - Main 661478	\$6,000	\$8,132	(\$2,132)

Town of Lee  
Fiscal Year 2019  
Appropriations vs. Expenditures

**OPERATING BUDGET**

	<b>Appropriations</b>	<b>Expenditures</b>	<b>Balance</b>
TS - Electricity - Swap Shop - 690911	\$0	\$0	\$0
TS - Electricity - Old Bailer - 602718	\$0	\$0	\$0
Transfer Station - Fuel	\$2,500	\$2,923	(\$423)
Transfer Station - New Equipment	\$4,500	\$3,121	\$1,380
Transfer Station - Safety Equipment	\$2,000	\$1,948	\$52
<b>Transfer Station 43211</b>	<b>\$168,935</b>	<b>\$164,565</b>	<b>\$4,370</b>
Solid Waste Disposal - MSW & Bulky Waste	\$80,000	\$74,307	\$5,693
Solid Waste Disposal - Tires	\$800	\$0	\$800
Solid Waste Disposal - Hazardous Waste	\$2,993	\$2,478	\$515
Solid Waste Disposal - Electronics	\$8,000	\$6,765	\$1,236
Solid Waste Disposal - Waste Oil	\$500	\$560	(\$60)
Solid Waste Disposal - Solid Waste Other	\$500	\$130	\$370
Solid Waste Disposal - Construction & Demolition D	\$11,000	\$12,021	(\$1,021)
Solid Waste Disposal - Glass	\$3,000	\$3,803	(\$803)
Solid Waste Disposal - Flurocarbons CFC	\$200	\$2,672	(\$2,472)
Solid Waste Disposal - Antifreeze	\$250	\$88	\$162
Solid Waste Disposal - Brush Grinding	\$4,500	\$5,500	(\$1,000)
Solid Waste Disposal - Lamprey Closure Costs	\$927	\$927	(\$0)
Solid Waste Disposal - Propane	\$400	\$657	(\$257)
Solid Waste Disposal - Hauling Costs	\$26,000	\$29,964	(\$3,964)
<b>Solid Waste Disposal 43241</b>	<b>\$139,070</b>	<b>\$139,871</b>	<b>(\$801)</b>
<b>So. East Watershed Alliance 43311</b>	<b>\$200</b>	<b>\$0</b>	<b>\$200</b>
<b>Animal Control 44141</b>	<b>\$1,000</b>	<b>\$0</b>	<b>\$1,000</b>
Health - AIDS Seacoast Response	\$700	\$700	\$0
Health - American Red Cross	\$500	\$500	\$0
Health - CASA	\$500	\$500	\$0
Health - Waypoint (Child/Family Care Ser.)	\$1,000	\$1,000	\$0
Health - Community Action Partnership	\$2,000	\$2,000	\$0
Health - Goodwin Community Health	\$4,003	\$4,003	\$0
Health - Homemakers Health Services	\$1,200	\$1,200	\$0
Health - Lamprey Health Care	\$3,200	\$3,200	\$0
Health - Ready Rides	\$1,500	\$1,500	\$0
Health - Haven	\$3,775	\$3,775	\$0
Health - Homeless Shelter Strafford County	\$1,000	\$1,000	\$0
Health - St. Cty. Nutrition & Meals on Wheels	\$1,500	\$1,500	\$0
Health - Cornerstone VNA	\$0	\$0	\$0
<b>Health Agencies 44151</b>	<b>\$20,878</b>	<b>\$20,878</b>	<b>\$0</b>
General Assistance - Welfare Officer Wages	\$5,000	\$4,906	\$94
General Assistance - Telephone - Cell	\$600	\$562	\$38
General Assistance - Dues & Subscriptions	\$100	\$0	\$100
General Assistance - Rent Assistance	\$20,000	\$5,220	\$14,780

Town of Lee  
Fiscal Year 2019  
Appropriations vs. Expenditures

**OPERATING BUDGET**

	<b>Appropriations</b>	<b>Expenditures</b>	<b>Balance</b>
General Assistance - Electricity Assistance	\$2,000	\$778	\$1,222
General Assistance - Heating Fuel Assistance	\$1,000	\$0	\$1,000
General Assistance - Medical Supplies Assistance	\$250	\$0	\$250
General Assistance - Food Assistance	\$500	\$0	\$500
General Assistance - Funeral Assistance	\$750	\$750	\$0
<b>General Assistance 44411-21</b>	<b>\$30,200</b>	<b>\$12,216</b>	<b>\$17,984</b>
Parks & Recreation - Oyster River Youth Associatio	\$28,700	\$28,700	\$0
Parks & Recreation - Recreation Events	\$6,900	\$6,654	\$246
Parks & Recreation - Town Fair	\$8,000	\$7,500	\$500
Parks & Recreation - Supplies	\$1,100	(\$545)	\$1,645
Parks & Recreation - Electricity - D94316222 - LRP	\$1,500	\$545	\$955
<b>Parks &amp; Recreation 45201</b>	<b>\$46,200</b>	<b>\$42,853</b>	<b>\$3,347</b>
Library - Director Salary	\$58,382	\$58,382	\$0
Library - Library Assistant FT	\$36,163	\$34,773	\$1,391
Library - Youth Services Librarian PT	\$22,100	\$16,456	\$5,644
Library - Substitute	\$1,500	\$3,371	(\$1,871)
Library Technician I	\$8,954	\$8,841	\$113
Library Technician II	\$14,850	\$14,850	\$0
Library - Ancillary PR Expenses	\$34,723	\$26,686	\$8,037
Library - Health	\$0	\$11,482	(\$11,482)
Library - Dental Expense	\$0	\$77	(\$77)
Library - Property Liability	\$1,800	\$0	\$1,800
Library - Heat	\$2,670	\$0	\$2,670
Library - Misc. to be Offset by Revenue	\$6,065	\$0	\$6,065
Library - Trustees	\$42,400	\$42,400	\$0
<b>Library 45501</b>	<b>\$229,607</b>	<b>\$217,317</b>	<b>\$12,290</b>
<b>Patriotic Purposes 45831</b>	<b>\$500</b>	<b>\$154</b>	<b>\$346</b>
<b>Culture &amp; Rec. /Agricultural Com 45891</b>	<b>\$1,000</b>	<b>\$0</b>	<b>\$1,000</b>
<b>Conservation 46191</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Bond Principal - Safety Complex	\$60,000	\$60,000	\$0
Bond Principal - Transfer Station	\$30,000	\$30,000	\$0
<b>Bond Principal 47111</b>	<b>\$90,000</b>	<b>\$90,000</b>	<b>\$0</b>
Bond Interest - Safety Complex	\$11,490	\$11,490	\$0
Bond Interest - Transfer Station	\$6,383	\$6,383	\$0
<b>Bond Interest 47211</b>	<b>\$17,873</b>	<b>\$17,873</b>	<b>\$0</b>
	<b>\$4,065,766</b>	<b>\$3,788,429</b>	<b>\$277,337</b>

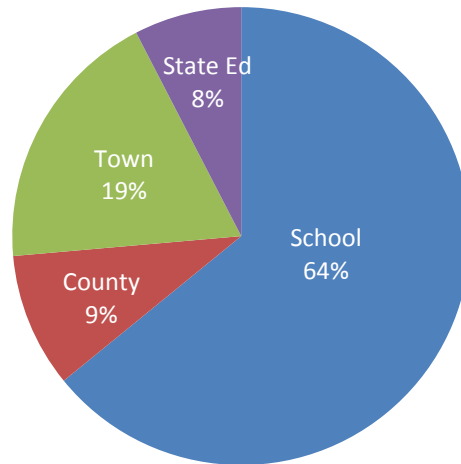
**TOWN OF LEE**  
**2019 Property Tax Calculation**

Town Appropriations	\$4,732,240		
Less Revenue	(\$1,861,015)		
Less Fund Balance for Warrant Articles	(\$20,000)		
Less Fund Balance To Reduce Taxes	(\$250,000)		
Add for Overlay	\$22,212		
Add War Service Credits	\$94,050		
Net Municipal Tax Effort		<u>\$2,717,487</u>	
<b>Municipal Tax Rate</b>			<b>\$5.92</b>
 Strafford County Apportionment	 \$1,368,394		
Net County Tax Effort		<u>\$1,368,394</u>	
<b>County Tax Rate</b>			<b>\$2.99</b>
 Oyster River Coop School Apportionment	 \$12,923,528		
Less Education Grant	(\$2,591,692)		
Less State Education Taxes	(\$1,078,250)		
Net Local Education Tax Effort		<u>\$9,253,586</u>	
<b>Local Education Tax Rate</b>			<b>\$20.19</b>
 State Education Tax	 \$1,078,250		
Net State Education Tax Effort		<u>\$1,078,250</u>	
<b>State Education Tax Rate</b>			<b>\$2.39</b>
  <b>Total Municipal Tax Effort</b>		  <u><u>\$14,417,717</u></u>	
  <b>Combined Total Tax Rate</b>			  <u><u>\$31.49</u></u>
  Total Assessed Valuation with Utilities		  \$458,402,871	
Total Assessed Valuation w/o Utilities (State Ed)		\$451,126,671	

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## 2019 Tax Rate



	Tax Year	School	County	Town	State Ed	Total
	<b>2019</b>	<b>20.19</b>	<b>2.99</b>	<b>5.92</b>	<b>2.39</b>	<b>31.49</b>
	2018	19.16	3.05	6.07	2.29	30.57
	2017	19.02	2.86	5.67	2.39	29.94
Revaluation	2016	18.51	2.93	5.44	2.37	29.25
	2015	18.42	2.95	5.43	2.45	29.25
	2014	19.12	2.88	5.19	2.51	29.70
	2013	18.03	2.87	5.53	2.32	28.75
	2012	18.22	2.64	6.67	2.41	29.94
Revaluation	2011	17.91	2.67	7.03	2.51	30.12
	2010	15.39	2.25	5.67	2.11	25.42
	2009	16.58	2.24	4.39	2.07	25.28
	2008	16.00	2.18	5.21	2.18	25.57
	2007	15.24	2.04	5.23	2.18	24.69
Revaluation	2006	14.48	1.87	4.80	2.19	23.34
	2005	16.05	2.26	3.34	2.78	24.43
	2004	16.47	1.89	5.09	2.95	26.40
	2003	12.60	2.04	4.34	4.00	22.98
	2002	17.62	2.74	5.26	6.69	32.31
Revaluation	2001	16.06	2.74	4.69	6.76	30.25
	2000	16.12	2.22	4.44	5.89	28.67
	1999	12.63	2.12	4.44	6.10	25.29



## Tax Collector's Report

For the period beginning  and ending

This form is due **March 1st (Calendar Year) or September 1st (Fiscal Year)**

### Instructions

#### Cover Page

#### For Assistance Please Contact:

**NH DRA Municipal and Property Division**

Phone: (603) 230-5090

Fax: (603) 230-5947

<http://www.revenue.nh.gov/mun-prop/>

### ENTITY'S INFORMATION

Municipality:  County:  Report Year:

### PREPARER'S INFORMATION

First Name  Last Name   
Street No.  Street Name  Phone Number   
Email (optional)



**New Hampshire**  
Department of  
Revenue Administration

**MS-61**

**Debits**

Uncollected Taxes Beginning of Year	Account	Levy for Year of this Report	Prior Levies (Please Specify Years)		
			Year: 2018	Year: 2017	Year: 2016
Property Taxes	3110		\$1,269,277.06	\$8,175.84	\$14,236.15
Resident Taxes	3180				
Land Use Change Taxes	3120		\$19,000.00		
Yield Taxes	3185				
Excavation Tax	3187				
Other Taxes	3189				
Property Tax Credit Balance		(\$116,864.57)			
Other Tax or Charges Credit Balance					

Taxes Committed This Year	Account	Levy for Year of this Report	Prior Levies	
			2018	
Property Taxes	3110	\$6,946,601.00	\$6,949,234.75	
Resident Taxes	3180			
Land Use Change Taxes	3120	\$1,500.00	\$21,500.00	
Yield Taxes	3185	\$2,432.27	\$863.81	
Excavation Tax	3187	\$596.64		
Other Taxes	3189			

Overpayment Refunds	Account	Levy for Year of this Report	Prior Levies		
			2018	2017	2016
Property Taxes	3110	\$19,008.00			
Resident Taxes	3180				
Land Use Change Taxes	3120				
Yield Taxes	3185				
Excavation Tax	3187				
Interest and Penalties on Delinquent Taxes	3190	\$27.50	\$34,648.56	\$228.34	\$405.34
Interest and Penalties on Resident Taxes	3190				
<b>Total Debits</b>		<b>\$6,853,300.84</b>	<b>\$8,294,524.18</b>	<b>\$8,404.18</b>	<b>\$14,641.49</b>



**New Hampshire**  
Department of  
Revenue Administration

**MS-61**

**Credits**

Remitted to Treasurer	Levy for Year of this Report	Prior Levies		
		2018	2017	2016
Property Taxes	\$5,018,749.54	\$8,027,789.01	\$668.00	\$1,000.71
Resident Taxes				
Land Use Change Taxes	\$1,500.00	\$40,500.00		
Yield Taxes	\$1,196.70	\$840.43		
Interest (Include Lien Conversion)	\$11.00	\$32,289.68	\$114.34	\$309.09
Penalties	\$16.50	\$2,358.88	\$114.00	\$96.25
Excavation Tax	\$116.24			
Other Taxes				
Conversion to Lien (Principal Only)		\$177,967.56		
Discounts Allowed				

Abatements Made	Levy for Year of this Report	Prior Levies		
		2018	2017	2016
Property Taxes	\$1,032.00	\$1,768.50	\$2,688.00	\$4,305.30
Resident Taxes				
Land Use Change Taxes				
Yield Taxes				
Excavation Tax				
Other Taxes				
Current Levy Deeded	\$5.00	\$880.00		



**New Hampshire**  
Department of  
Revenue Administration

**MS-61**

Uncollected Taxes - End of Year # 1080	Levy for Year of this Report	Prior Levies		
		2018	2017	2016
Property Taxes	\$1,866,487.11	\$10,106.74	\$4,819.84	\$8,930.14
Resident Taxes				
Land Use Change Taxes				
Yield Taxes	\$1,235.57	\$23.38		
Excavation Tax	\$480.40			
Other Taxes				
Property Tax Credit Balance	(\$37,529.22)			
Other Tax or Charges Credit Balance				
Total Credits		\$6,853,300.84	\$8,294,524.18	\$8,404.18
				\$14,641.49

For DRA Use Only	
Total Uncollected Taxes (Account #1080 - All Years)	\$1,854,553.96
Total Unredeemed Liens (Account #1110 - All Years)	\$277,148.94



New Hampshire  
Department of  
Revenue Administration

MS-61

Lien Summary

Summary of Debits

	Last Year's Levy	Prior Levies (Please Specify Years)		
		Year: 2018	Year: 2017	Year: 2016
Unredeemed Liens Balance - Beginning of Year			\$221,749.21	\$173,810.13
Liens Executed During Fiscal Year		\$192,347.23		
Interest & Costs Collected (After Lien Execution)		\$595.94	\$19,513.48	\$49,454.36
Total Debits		\$0.00	\$192,943.17	\$241,262.69
				\$223,264.49

Summary of Credits

	Last Year's Levy	Prior Levies		
		2018	2017	2016
Redemptions		\$27,839.86	\$120,783.73	\$151,738.49
Interest & Costs Collected (After Lien Execution) #3190		\$595.94	\$19,513.48	\$49,454.36
Abatements of Unredeemed Liens		\$3,158.00	\$143.38	\$452.77
Liens Deeded to Municipality		\$47.14	\$1,050.73	\$5,543.53
Unredeemed Liens Balance - End of Year #1110		\$161,302.23	\$99,771.37	\$16,075.34
Total Credits		\$0.00	\$192,943.17	\$241,262.69
				\$223,264.49

For DRA Use Only

Total Uncollected Taxes (Account #1080 - All Years)	\$1,854,553.96
Total Unredeemed Liens (Account #1110 -All Years)	\$277,148.94



**New Hampshire**  
Department of  
Revenue Administration

**MS-61**

**LEE (255)**

**1. CERTIFY THIS FORM**

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Preparer's First Name

LINDA

Preparer's Last Name

REINHOLD

Date

7/01/2019

**2. SAVE AND EMAIL THIS FORM**

Please save and e-mail the completed PDF form to your Municipal Bureau Advisor.

**3. PRINT, SIGN, AND UPLOAD THIS FORM**

This completed PDF form must be PRINTED, SIGNED, SCANNED, and UPLOADED onto the Municipal Tax Rate Setting Portal (MTRSP) at <http://proptax.org/nh/>. If you have any questions, please contact your Municipal Services Advisor.

**PREPARER'S CERTIFICATION**

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

*Linda B Reinhold*, TOWN CLERK / TAX COLLECTOR  
Preparer's Signature and Title

TOWN CLERK/TAX COLLECTOR'S REPORT  
Summary July 2018 through June 2019

MONTH	MV REGISTERED	MV	TITLE	MAIL FEE	DECALS	MARRIAGE	ABSTRACT	UCC TERM/REC'D	DOGS	MISC.	DEPOSIT AMOUNT	# OF DOGS
JULY	529	63,554.00	188.00	89.00	1,260.00	400.00	60.00	255.00	219.50	316.00	66,341.50	36
AUGUST	542	77,889.48	214.00	73.00	1,317.50	300.00	360.00		149.50	70.00	80,373.48	20
SEPTEMBER	632	94,854.08	174.00	143.00	1,397.50	100.00	70.00		49.00	35.00	96,822.58	8
OCTOBER	530	67,896.00	210.00	98.00	1,262.50		250.00		54.50	3.00	69,774.00	6
NOVEMBER	473	74,492.00	180.00	124.00	1,075.00	50.00	180.00		37.00	111.00	76,249.00	6
DECEMBER	396	63,162.26	168.00	98.00	940.00		260.00	315.00	86.00		65,029.26	15
JANUARY	522	77,619.00	200.00	144.00	1,195.00		65.00		128.50		79,351.50	20
FEBRUARY	403	59,978.00	116.00	112.00	952.50		90.00	225.00	130.00		61,603.50	22
MARCH	626	84,154.30	182.00	162.00	1,530.00	100.00	90.00		307.00		86,525.30	49
APRIL	509	62,895.00	162.50	107.00	1,245.00	50.00	180.00		942.00	27.00	65,608.50	172
MAY	661	84,559.00	182.00	150.00	1,575.00	50.00	125.00		664.00	146.10	87,451.10	100
JUNE	523	78,769.35	176.00	141.00	1,262.50	100.00	105.00	270.00	316.50	650.10	81,790.45	50
TOTALS	6346	889,822.47	2,152.50	1,441.00	15,012.50	1,150.00	1,835.00	1,065.00	3,083.50	1,358.20	916,920.17	504



**RESIDENT DEATH REPORT**  
**01/01/2019 – 12/31/2019**

<b>Decedent's Name</b>	<b>Date of Death</b>	<b>Place of Death</b>	<b>Father's Name</b>	<b>Mother's Maiden Name</b>
FENN, BRUCE	01/18/2019	EXETER	FENN, RUTHERFORD	VOSS, JEAN
RAMSDELL, ROBERT	01/20/2019	EXETER	RAMSDELL JR, WILLIAM	HUTCHINS, HELEN
GALUSZEWSKI, STANLEY	01/25/2019	DOVER	GALUSZEWSKI, STANLEY	KOROGI, AGNESS
MCLEAN, JOHN	02/08/2019	LEE	MCLEAN, FRANK	WASHBURN, GLORIA
DOLLOFF, BARBARA	02/10/2019	LEE	SULLIVAN, LEO	CONWAY, EDITH
STALEY, BRIAN	02/24/2019	LEE	STALEY, SOLOMON	FITZGERALD, DEBORAH
MASON, JOSEPH	03/26/2019	LEE	MASON, MURRAY	LAIRD, DOLORES
CUNNINGHAM, JANET	05/26/2019	LEE	CUNNINGHAM, REGINALD	HEROUX, LILLIAN
AANESTAD, GLADYS	05/29/2019	LEE	CUSHING, HARVEY	SHARPLEY, GLADYS
GOOCH, BENJAMIN	06/08/2019	EXETER	GOUCH, OSCAR	LANG, IRENE
MAZZA JR, ALBERT	06/21/2019	RANDOLPH	MAZZA SR, ALBERT	WEST, JOAN
KUSTRA, GEORGE	07/22/2019	LEE	KUSTRA, JOSEPH	SZELIGA, BERTHA
OCONNOR, REBECCA	08/12/2019	LEE	RINEER, RICHARD	FOOTE, SUSAN
BEASLEY, JO ANN	08/16/2019	NEWMARKET	PEARCE, ALFRED	BYTHEWOOD, ADA
MORRISON, NEIL	08/28/2019	LEE	MORRISON, HAROLD	MARSH, ELSIE
JUPP-JONES, CYNTHIA	08/31/2019	LEE	JUPP, GARRETT	TYLER, MARGARET
LARLEE, JOAN	09/10/2019	LEE	GATES, WILLIS	KNIGHT, HARRIET
MACDONALD, PETER	09/28/2019	LEE	MACDONALD, DONALD	LEBLANC, PHYLLIS
CAMACHO, SANTIAGO	09/29/2019	LEE	CAMACHO, UNKNOWN	ACOSTA, SEGUNDA
BIGGWITHER, DAVID	10/20/2019	PORTSMOUTH	BIGGWITHER, VERNON	MCCARDLE, INA
MIKOLOSKI, RICHARD	11/05/2019	DOVER	MIKOLOSKI, ISADORE	KORONKAWICZ, VIVIAN
GAUDREAU, RONALD	12/13/2019	LEE	GAUDREAU, PAUL	GAUDREAU, LILLIAN
TREFETHEN JR, GEORGE	12/16/2019	LEE	TREFETHEN SR, GEORGE	BRAGG, LORA

**Total number of records 23**

**RESIDENT MARRIAGE REPORT**  
**01/01/2019- 12/31/2019**

Person A's Name	Person A's Residence	Person B's Name	Person B's Residence	Town of Issuance	Place of Marriage	Date of Marriage
OUELLETTE JR, DELBERT	LEE, NH	OUELLETTE, MARCIE	LEE, NH	LEE	LEE	06/23/2018
MATHEWS, BRETT A	LEE, NH	SARGENT, REBECCA	LEE, NH	LEE	DERRY	07/14/2018
BAILLARGEON, ZACHARY	LEE, NH	FERER, MARY C	DURHAM, NH	DURHAM	DURHAM	07/16/2018
COLLINS, SCOTT P	DOVER, NH	LAPANNE, DESIREE J	LEE, NH	LEE	ROLLINSFORD	07/21/2018
STRAND, LISA A	LEE, NH	CULLITY, TIMOTHY D	LEE, NH	LEE	STRAFFORD	08/05/2018
MAYNARD, CALLAN E	LEE, NH	SULLIVAN, TIMOTHY	EPSOM, NH	LEE	WHITEFIELD	08/11/2018
FOURNIER, KRIS M	LEE, NH	POISSON, KRISTEN D	LEE, NH	LEE	NEWFIELDS	08/18/2018
CAMPBELL, JASON R	LEE, NH	SMITH, NICOLE S	LEE, NH	LEE	DURHAM	09/07/2018
MULHOLLAND, ANDY R	LEE, NH	RAYMOND, AMY M	LEE, NH	LEE	EPPING	09/22/2018
CASSIDY JR, JOHN J	ENDICOTT, NY	MCELREAVY-HATALA, BRYANNA	DOVER, NH	LEE	DOVER	10/19/2018

**Total number of records 10**

**Town of Lee**  
**Treasurer's Report**

**July 1, 2018 through June 30, 2019**

	General Fund				
	Checking	Money Market	CD	NH PDIP	Total
<b>Beginning Balance</b>	<b>6,096,257.49</b>	<b>1,069,629.60</b>	<b>604,335.74</b>	<b>0.00</b>	<b>7,770,222.83</b>
Deposits & Transfers From:					
Finance Officer	850,419.24	-17,396.04	4,210.39	151,666.24	988,899.83
	850,419.24	-17,396.04	4,210.39	151,666.24	988,899.83
Town Clerk	1,215,590.82	0.00	0.00	0.00	1,215,590.82
TC Transfer to State	-301,867.09	0.00	0.00	0.00	-301,867.09
	913,723.73	0.00	0.00	0.00	913,723.73
Tax Collector	13,483,980.20	0.00	0.00	0.00	13,483,980.20
Total Deposits	15,248,123.17	-17,396.04	4,210.39	151,666.24	15,386,603.76
Disbursements:					
Oyster River School	-9,474,527.00	0.00	0.00	0.00	-9,474,527.00
Strafford County	-1,372,983.00	0.00	0.00	0.00	-1,372,983.00
* Expenses	-2,727,048.09	0.00	0.00	0.00	-2,727,048.09
** Payroll & PR Taxes	-2,409,251.66	0.00	0.00	0.00	-2,409,251.66
Total Disbursements	-15,983,809.75	0.00	0.00	0.00	-15,983,809.75
<b>Ending Balance</b>	<b>5,360,570.91</b>	<b>1,052,233.56</b>	<b>608,546.13</b>	<b>151,666.24</b>	<b>7,173,016.84</b>

\*Includes:

Trust Fund, Warrant Article & BOS Approved Expenditures  
Payments for Special Revenue & Escrow Accounts  
Public Safety Special Duty Expenses  
Bond Payments and Insurances  
All Other Operating Expenses Town Wide

\*\*Includes:

Public Safety Special Duty Expenses  
Payroll and all Ancillary Payroll Expenses

Respectfully Submitted,



**Benjamin R. Genes**  
**Treasurer, Town of Lee**

## CONTINGENCY FUND 2019 ANNUAL REPORT

NH RSA 31:98-a – Every town annually by an article separate from the budget and all other articles in the warrant may establish a contingency fund to meet the cost of unanticipated expenses that may arise during the year. Such fund shall not exceed one per cent of the amount appropriated by the town for town purposes during the preceding year excluding capital expenditures and the amortization of debt. A detailed report of all expenditures from the contingency fund shall be made annually by the selectmen and published with their report.

The Town of Lee voted to establish a Contingency Fund for Fiscal Year 2019 in the amount of \$20,000. This sum came from the unassigned fund balance and no amount was raised from taxation. A total of \$3,980.00 was utilized in FY19 as follows:

- The Board voted on December 14, 2017 to authorize expenditures up to \$3,000 from the contingency fund to conduct an indoor air quality test at Town Hall. A total of \$2,950 was expended.
- On February 11, 2019 the Board voted to approve paying expenses related to damage done to Fire Tanker No. 3. \$1,030.00 was used from the contingency fund for this purpose.

Respectfully Submitted,

Julie Glover  
Town Administrator

**TRUSTEES OF TRUST FUNDS**  
**Report of Trust and Reserve Funds for the Year Ended 30 June 2019**  
**2019 ANNUAL REPORT**

Date Cre- ated	Fund Name*	Purpose of Fund*	Principal				Income				Grand Total	
			Start	New Funds	With- drawn	End	Start	Income	Ex- pended	End		
1910	Cemetery	perpetual care	137,358.00	2,100.00	-	139,458.00	92,614.71	4,919.56	-	97,534.27	236,992.27	
1958	Fire Equipment	equipment for the Fire Dept.	270,000.00	155,000.00	57,000.00	368,000.00	37,799.78	8,441.09	-	46,240.87	414,240.87	
1977	Highway Equip.	"capital reserve for highway equipment"	120,662.75	55,000.00	5,255.00	170,407.75	21,456.49	3,638.58	-	25,095.07	195,502.82	
1985	Land Acquisition	"financing all or part of the cost of the acquisition of land	159,232.79	-	-	159,232.79	73,707.58	4,365.33	-	78,072.91	237,305.70	
1988	Town Buildings	"Town Buildings Capital Reserve Fund"	164,226.85	100,000.00	90,215.98	174,010.87	43,488.26	5,521.37	-	49,009.63	223,020.50	
1989	Land Use Change	"land acquisition or conservation easements"	200,755.51	15,871.69	-	216,627.20	67,209.21	5,284.87	-	72,494.08	289,121.28	
1992	Internal Service Fund for Accrued Benefits	paying benefits owed to an employee at resignation, lay-off, severance or termination	48,410.31	15,000.00	14,601.34	48,808.97	3,324.82	1,211.93	-	4,536.75	53,345.72	
1993	Recreation	land purchase, construction, and upgrade of new recreation facilities	5,172.18	6,000.00	-	11,172.18	21,464.33	606.60	-	22,070.93	33,243.11	
1994	Revaluation Fund	"future update or revaluation of the town"	16,720.00	15,000.00	-	31,720.00	14,810.41	859.45	-	15,669.86	47,389.86	
1998	Library Capital Reserve Fund	"capital improvements to the library"	111,748.08	-	-	111,748.08	13,633.46	2,349.68	-	15,983.14	127,731.22	
2002	Highway Dept. Road Bridge Improvement	repairing, maintaining, and replacement of bridges and roads	378,068.08	60,000.00	-	438,068.08	28,973.55	8,702.18	-	37,675.73	475,743.81	
2005	Fire Ponds & Cisterns	"repair and replacement of fire ponds and cisterns"	140,631.00	25,000.00	65,588.85	100,042.15	6,170.90	3,081.19	-	9,252.09	109,294.24	
2006	Transfer Station Equipment	"purchase new transfer station equipment"	102,062.67	20,000.00	17,077.00	104,985.67	6,288.42	2,357.96	-	8,646.38	113,632.05	
2011	Conservation Land Stewardship	"enhancing the stewardship of town-owned conservation lands or interests in lands"	-	3,409.99	-	3,409.99	-	56.58	-	56.58	3,466.57	
2011	Lee Library Building CRF	"capital expenditures for the town's library building"	369,575.00	-	23,136.31	346,438.69	22,446.28	7,305.11	-	29,751.39	376,190.08	
2015	Lee Fair Fund	operational, capital, and equipment needs of the fair	6,185.42	5,037.25	5,222.87	5,999.80	36.48	19.47	-	55.95	6,055.75	
* Some fund names and purpose descriptions are abbreviated.			TOTALS	2,230,808.64	477,418.93	278,097.35	2,430,130.22	453,424.68	58,720.95	-	512,145.63	2,942,275.85

## ASSESSING DEPARTMENT 2019 ANNUAL REPORT

The firm of Municipal Resources, Inc. continues to handle the assessing functions for the Town of Lee. The primary members of the staff working in Lee are Scott Marsh and Shawn Main. Additional staff members assist from time to time. We ask that if any of the appraisers come to your property you support the Town's efforts to keep assessments equitable and proper by answering their questions and allowing them to inspect and verify the data of your property.

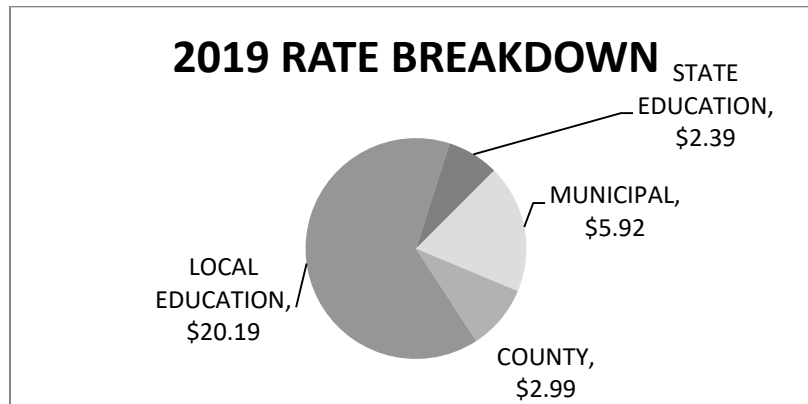
Municipal Resources personnel are available to meet with taxpayers and if an appointment is desired, Denise Duval in the Select Board Office can schedule one for you. She is a great resource should any information be desired.

The past year saw the assessing office view over 275 properties as a result of taxpayer inquires, issued building permits, incomplete status of prior year review, and/or site change, all of which resulted in roughly an \$8,800,000 increase in the Town's total taxable value. Assessing staff continues to perform cyclical property reviews each year to ensure the accuracy of the property details listed on individual property record cards.

A preliminary analysis completed by the Department of Revenue Administration on sale and assessment comparison information indicates that the Town's assessment ratio for the 2019-tax year is expected to be around 77%.

### PROPERTY TAX RATES - TAX YEARS 2015 - 2019

YR	Town	County	Local Educat	State Educat	Total
2015	\$5.43	\$2.95	\$18.42	\$2.45	\$29.25
2016	\$5.44	\$2.93	\$18.51	\$2.37	\$29.25
2017	\$5.67	\$2.86	\$19.02	\$2.39	\$29.94
2018	\$6.07	\$3.05	\$19.16	\$2.29	\$30.57
2019	\$5.92	\$2.99	\$20.19	\$2.39	\$31.49



Individual property information may be obtained by visiting the assessing office or by going on-line to the Town's website and following the link to Property Assessments.

Below is a list of Tax Exemptions and Credits currently available. Additional information and applications are available at the assessing office or on the website.

#### **ELDERLY EXEMPTION**

**\$ OFF ASSESSED VALUATION**

<b>AMOUNT</b>	<b>REQUIRED AGE</b>	<b>INCOME LIMITATIONS</b>	<b>ASSET LIMITATION</b>
\$174,000	65 TO 74	Not in excess of	Not in excess of \$222,500
\$210,000	75 TO 79	\$46,500 if single,	excluding the value of
\$270,000	80 AND UP	\$59,400 if married	the residence & up to two acres

#### **BLIND EXEMPTION**

**\$ OFF ASSESSED VALUATION**

\$15,000	Every inhabitant owning residential real estate and who is legally blind, as determined by the administrator of blind services of the vocational rehabilitation division of the education department.
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#### **VETERAN**

**Standard & All Veteran  
Tax Credit \$500**

Every resident who served 90 days of active service in armed forces and was honorably discharged or served in any of the qualifying wars or armed conflicts as listed in RSA 72:28 and was honorably discharged; or the spouse/surviving spouse of such resident. Only one of the two types is allowed.

**Surviving Spouse  
Tax Credit \$1,400**

The surviving un-remarried spouse of any person who was killed or died while on active duty in the armed forces, as listed in RSA 72:28

**Service connected  
Disability  
Tax Credit \$1,400**

Any person who has been honorably discharged and received a form DD-214 who has a total and permanent service connected disability or is a double amputee or paraplegic because of the service-connected injury, or the surviving spouse of such person if such surviving spouse has not remarried.

**CODE OFFICIAL  
2019 ANNUAL REPORT**

During FY19, the town issued yet another record number of building permits with a total of four hundred fifty (450) with an estimated construction value of \$9,243,490. The construction of homes is half built out in the old Cheney Gravel Pit off of Pinkham Road and is completed in Chestnut Way and Kelsey Road. There were also individual lots scattered throughout town that had new homes constructed on them. The breakdown of the types of permits is as follows:

<u>Category</u>	<u>Permits</u>
Single Family Dwellings	19
Additions	5
Outbuildings	20
Garages	6
Remodeling/all others	400

Action was taken by the Zoning Board of Adjustment on seventeen (17) applications resulting in twenty-four (24) actions.

The Planning Board reviewed and approved twelve (12) site review applications, one (1) subdivision application, reviewed and approved four (4) lot line adjustments, and conducted multiple public hearings for zoning ordinances, building regulations, subdivision regulation, and site review regulation changes, as well as multiple consultations.

All applications are on file at the Office of Planning & Zoning and are available for review by the public upon request.

Many thanks go out to the members of the Planning and Zoning Boards for their countless hours of work and dedication to the Town of Lee. Many applications require countless hours of their time and sometimes lead to difficult situations and it is often not acknowledged.

Respectfully submitted,

Caren Rossi  
Planning/Zoning and Health Administrator



## EMERGENCY MANAGEMENT 2019 ANNUAL REPORT

The Emergency Management Department continues to apply for grant funding to update and train on our Emergency Operations Plan and the Hazard Mitigation Plan. The EM Department completed a Table Top Exercise with NH Homeland Security and updated the Hazard Mitigation Plan. Thankfully in FY 2019, the Town did not have any extended emergencies including weather events like in years past.

We all play an important role in maintaining safe communities and preventing terrorism. If you see something suspicious, report it to 9-1-1 or local authorities.

### What is Suspicious Behavior?

- Unusual items or situations such as an unattended bag or a vehicle parked in an odd location
- Eliciting or gathering information, such as a person questioning about building operations or security at a level beyond curiosity
- Surveillance that goes beyond casual or professional interest such as repeat and/or prolonged observation, or someone taking notes and/or measurements
- For more info: [dhs.gov/see-something-say-something/what-suspicious-activity](https://dhs.gov/see-something-say-something/what-suspicious-activity)

### What to Report?

- WHO did you see?
- WHAT did you see?
- WHEN did you see it?
- WHERE did it occur?
- WHY is it suspicious?

### What is NOT Suspicious?

- Factors such as race, ethnicity, gender, and/or religious affiliation are not indicators of suspicious behavior.

### About the Campaign

"If You See Something, Say Something®" is a national campaign that raises public awareness of the indicators of terrorism and terrorism-related crime, as well as the importance of reporting suspicious activity to state and local law enforcement.

The Emergency Management Team would like to thank all of the residents for their continued support.

Respectfully Submitted,

Scott Nemet  
Fire Chief/EMD

Caren Rossi  
Assistant EMD

## FIRE AND RESCUE DEPARTMENT 2019 ANNUAL REPORT

Incident Responses	
Fire, other	1
Building fire	8
Cooking fire, confined to container	1
Camper or recreational vehicle (RV) fire	1
Forest, woods or wildland fire	6
Outside rubbish fire, other	1
Steam rupture of pressure or process vessel	1
EMS call, excluding vehicle accident with injury	354
Motor vehicle accident with injuries	30
Motor vehicle/pedestrian accident	1
Motor vehicle accident with no injuries	44
Gasoline or other flammable liquid spill	2
Gas leak (natural gas or LPG)	3
Refrigeration leak	1
Carbon monoxide incident	10
Electrical wiring/equipment problem, other	3
Power line down	21
Service call	28
Water problem, other	3
Animal rescue	1
Assist police	2
Unauthorized burning	9
Mutual Aid	47
Good intent call, other	7
Dispatched & cancelled en route	48
Smoke scare, odor of smoke	12
Sprinkler activation, no fire	1
Alarm system activation, no fire	61
<b>TOTAL CALLS</b>	<b>707</b>
<b>July 1, 2018- June 30, 2019</b>	

For the fiscal year 2019, the fire department responded to 707 emergencies. Of these emergencies, approximately 50% are Fire and 50% are EMS. The department witnessed an increase in fires, medical emergencies, motor vehicle accidents, and fire alarm activations. The department has seen an increase in emergencies that are manpower intensive and require appropriate resources to safely and effectively mitigate the emergency. In examining these increases and the limited availability of our On-Call members and local employment pool, we continue to look at ways to improve staffing levels and night time coverage with a financially responsible approach. Due to the current staffing levels it has become extremely challenging to fill our night time shifts with two Firefighter/EMT's. Our goal is to have four shifts of one Full-Time Firefighter/EMT and one Part-Time Firefighter/EMT working a rotating 24-hour shift covering 7 days a week. This would provide the Town with a minimum of two Firefighter/EMT's 24/7/365 with an administration staff and On-Call force. To obtain these staffing levels the department would like to request two more Full-Time Fighters in the coming years to provide the community with enhanced emergency coverage. The members have continued to succeed in gaining certifications in Firefighter Level I and II, Emergency Medical Technician, Advanced Emergency Medical Technician, and other educational classes which is a direct reflection of their dedication to the residents and the

department. We continue to expand our Fire Prevention Programs by conducting fire education classes at Mast Way Elementary School; provide inspections for businesses, schools, day cares, multi-family dwellings, and foster care; conduct wood stove inspections, site plan review, and fire alarm and sprinkler reviews and inspections. The department would like to thank all residents for their continued support. We look forward to serving you in the coming year.

Respectfully submitted, Scott Nemet, Fire Chief

## HIGHWAY DEPARTMENT 2019 ANNUAL REPORT

The Lee Highway Department is responsible for maintaining 68 roads (38 miles) that include 108 intersections, 28 turnarounds, town parking lots, and numerous dry hydrants/pull-off areas. In addition, the Highway Department takes care of the mowing for the cemeteries, parks, and around town buildings. The Highway Department also performed 10 burials (two full body and 8 cremations) at Lee Hill Cemetery during the reporting period.

The winter of 18-19 started early as we had two storms before Thanksgiving. Things calmed down and the weather turned out to be right in line with past winters and ended up with a lot of storms that started as snow and turned to rain. A lot of sand was used this year due to temperatures rising and falling above and below freezing. The biggest snow storm was 6 inches but that happened on 4 different occasions. The Highway Department responded to 26 call outs for snow or freezing rain and we had 51.25 inches of snow recorded at the highway shed.

The Highway Department prepped and supervised paving on High Road, Snell Road, Angell Road, Joe Ford Road, Randall Road, and Sackett Road. We also paved the little leg of the triangle in-between Mast Road and George Bennett Road, and the entrance to Clement Way which leads to the Town boat launch on Rita Lane.

The Highway Department used the grader to reshape the dirt roads in the spring and cut the shoulders on Cartland Road to help re-establish the ditch lines and help with drainage.

The Highway Department crew assisted the Transfer station with maintenance of the equipment, equipment operation and special projects. They also assisted with maintenance of the equipment at the fire station.

Special thanks to the crew Warren Hatch, Peter Hoyt, Cheryl Geddis, Randy Stevens, Emery Eaton, Richard Fleming and Jeremy Parent. Without these dedicated individuals the roads of Lee would not get plowed.

We would like to thank the Town's people, the Budget Committee and the Select Board for their continued support of the Highway Department.

Respectfully submitted,

Steven Bullek, Public Works Manager

## LIBRARY 2019 ANNUAL REPORT

This year the Lee Public Library welcomed 19,195 visitors who borrowed over 33,708 items from the library. We added 186 new patrons to the library. In addition to the books, DVDs, books on CD and magazines borrowed, Lee residents also downloaded 6,887 eBooks, eAudios and digital magazines to a variety of devices. This represents a 17% increase in digital use over the past fiscal year!

The library's collection is just over 27,295 volumes which includes Books, DVDs, magazines and Books on CD. The library added 2,352 items to the collection and withdrew 1,537 items. Through our Inter-Library loan program we loaned 2,037 items to other New Hampshire libraries and borrowed 1,209 items from other New Hampshire libraries, including items from Maine and Massachusetts!

The wireless access continues to be popular, logging over 3,298 connections this year, which represents a 1% increase over last year. Our online databases and continuing education programs - Universal Class, Ancestry Library Edition and Heritage Quest - saw regular usage throughout the year. Our online magazine articles database, EbscoHost, had over 500 searches. The Ebscohost database is provided by the New Hampshire State Library to public libraries in New Hampshire.

The Lee Public Library offered 108 programs for Adults with 996 attendees. Our 234 youth programs has 2,701 participants—a 23% increase in attendance. These included story times, summer reading programs, craft programs, special holiday programs, lectures, music presentations and more. These programs were held in the library, the Jeremiah Smith Grange, the Lee Church and the Lee Safety Complex.

The Library was open 300 days representing 2,115 hours. We delivered materials to shut-ins 76 times and our meeting space hosted 28 non-library groups with 165 in attendance.

Many Lee Library patrons took advantage of the Friends of the Lee Public Library's discount museum pass program by visiting the 10 museums 308 times. These passes offer a 50% discount or free admission. Museum passes include the Museum of Fine Arts, Boston, Museum of Science, Boston, New Hampshire Children's Museum, Dover, Strawberry Banke, Portsmouth, Currier Museum, Manchester, Peabody Essex Museum, Salem, MA, Seacoast Science Center at Odiorne, New England Aquarium, Boston, Boston Children's Museum and Isabella Stewart Gardens Museum, Boston. The latter two being shared by the Durham Public Library. For the calendar year 2018, Lee residents saved over \$12,000 by utilizing these passes.

Respectfully submitted,

Ruth Eifert, Library Director

# Lee Public Library Financial Report FY2018-19

## OPERATIONS ACCOUNT

### INCOME

Bal Forward	836.08
Book Sale	313.05
Gifts	1050.00
Non Resident Fee	443.00
Other	1035.02
Interest Earned	4.10
Town Quarterly Payment	42400.00
<b>Total Income</b>	<b>45245.17</b>

### EXPENSES

Copier	2815.46
Electricity	3869.96
Furniture & Equipment	652.72
Maintenance	24.75
Misc.	99.00
Nonprint	8768.73
Postage	391.81
Print	19435.20
Professional Dev. & Dues	551.00
Programs	2485.17
Supplies	2438.68
Technology	2868.15
Telephone	726.48
Water	47.96
<b>Total Expenses</b>	<b>45175.07</b>

**Ending Balance 906.18**

## NON-LAPSING ACCOUNT

### INCOME

Bal Forward	2641.44
Fines	227
Lost Titles	420.29
Copier	885.1
Fax	64
Interest Earned	3.38
<b>Total Income</b>	<b>1599.77</b>

**Ending Balance 4241.21**

## CERTIFICATE OF DEPOSIT

Bal Forward	6234.53
Interest Earned	63.06

**Ending Balance 6297.59**

**POLICE DEPARTMENT  
2019 ANNUAL REPORT**

During fiscal year 2018-2019, the Lee Police Department had eight full-time officers and one part-time officer employed for most of the year.

As you will see in the chart below, the Lee Police Department saw an increase in calls for service again this year. The items that are listed, other than the calls for service, don't show the whole story. Based on the calls for service number, divided by the number of days per year, the officers are handling just under 40 calls for service a day.

**STATISTICAL DATA FOR THE YEAR 2017/2018 AND 2018/2019**

	07/01/17 – 06/30/18 (2017-2018)	07/01/18 - 06/30/19 (2018-2019)	Percentage of Increase/Decrease
Arrests	111	208	85% Increase
Motor Vehicle Stops	2467	4134	67% Increase
Motor Vehicle Accidents	252	273	8% Increase
Calls for Service	12,334	14,274	<b>15% Increase</b>

With officer safety being the paramount issue within the Police Department, we will be asking to turn the current 32 hour per week (part-time) position into a 40 hour per week (full-time) position. This request was not approved last year due to Town funding issues. However, based on multiple surveys of law enforcement, our full-time officer numbers need to be increased. Officers need to know that their backup is close-by and the residents need to know that their calls will be handled in a timely manner.

As always, the members of the Lee Police wish to thank the residents and businesses in the town for their continued support.

The Lee Police Department continues to work hard to serve and protect you!

Sincerely submitted,  
Chief Thomas Dronsfield, Jr.

## TRANSFER STATION 2019 ANNUAL REPORT



**KEEP IN MIND, IT IS MANDATORY TO RECYCLE IN THE TOWN OF LEE**

**BUT LEE'S RECYCLING PARTICIPATION RATE IS ONLY ABOUT 40%**

Although there have been many changes in the global recycling markets, because Lee separates its recyclable materials we were still able to earn \$36,700 in revenue in FY19. The more you recycle, the more money we make! And we avoid costly tipping fees by diverting solid waste from the landfill.

On average 22% of solid waste is food. We started a compost program to keep food waste out of the landfill, which reduces our overall costs and is good for the environment!

In FY19 the Transfer Station had 3,345,939 lbs. of material come through its doors and leave to either go to the landfill or be recycled.

2,093,920 LBS of MSW	40,765 LBS of plastic
1,330 LBS aluminum cans	450 propane bottles
387,560 LBS of Construction and Demolition debris	315 Freon units
3,122 LBS of lead acid batteries	6,741 LBS of non-ferrous metals
172,260 LBS of Mixed Paper	168,869 LBS of light iron
216,952 LBS of cardboard	42,700 LBS of tin cans
203,840 LBS of glass	1,848 LBS Misc. scrap metal
	6,290 LBS of tires

The Transfer Station is always grateful for the help from the Highway Department for repairs, fabrication, mowing, and snow plowing! Thank you Peter Hoyt and Warren Hatch!

Your Transfer Station Team includes a dedicated crew. Thank you Chip Belyea, Jeffrey Geddis, Joe Clarke, Steven Grimes, Larry Reola and Freddy Wallace.

Respectfully submitted,  
Steven Bullek, Public Works Manager

## WELFARE DEPARTMENT 2019 ANNUAL REPORT

The Welfare Department provides temporary assistance to individuals and families who lack adequate resources to meet their basic needs, as required by New Hampshire State Law RSA 165. The Town determines eligibility for assistance for basic living needs based on RSA 165 and the Town of Welfare Guidelines. All business is conducted in a professional, respectful, and fiscally responsible manner.

Assistance is provided through vouchers given directly to vendors for basic emergency needs such as food, fuel for heat, utilities, shelter expenses and other necessities. Whenever possible, referrals to other resources, such as State and Federal programs, local food pantries, area charities, etc. are made before local tax dollars are utilized. The Welfare Department encourages self-sufficiency and provides advocacy for individuals and families in need of assistance.

In 2019, the Town of Lee provided a total of \$6,748 in electric and rental assistance and cremation services and referred other clients to local agencies such as Strafford County Community Action. The Town will seek reimbursement from recipients and the State to repay some of the assistance provided whenever possible and will continue to explore new avenues to maximize services and benefits available to the Town of Lee residents. The Welfare Department will continue to monitor changing federal/state laws and regulations.

If you have any questions or feel you might be in need of assistance, please contact me at 969-8251 or at [pmattingly@leenh.org](mailto:pmattingly@leenh.org).

Respectfully submitted,

Pamela J. Mattingly, Welfare Officer



## AGRICULTURAL COMMISSION 2019 ANNUAL REPORT

**Automated External Defibrillator :** This year the Commission successfully joined with other groups in purchasing an AED for the Grange Hall and sponsoring a demonstration for its use by a representative from the Department of Safety.

**Lee Fair:** The Agricultural Commission sponsored the Best of Harvest, a popular contest at the Fair, and the Farm Games for all ages. The highlight of the Fair, of course, is the chicken barbecue/pig roast which is always a huge success and involves every member of the Commission, as well as many other volunteers for everything from sourcing local produce, to preparing food, washing dishes and cleaning up afterwards. The Boy Scouts and AGR fraternity from UNH provide a huge amount of support.

**Zoning Ordinances:** As necessary, the Commission worked with the town boards and local farmers to help improve zoning ordinances. A good deal of time was spent this year on agritourism as it is represented in Lee and around the state, including an expansion of our local definition of agritourism and the “Right to Farm” in our zoning guidelines.

**Town Center:** As the Town Center Vision Committee developed plans for our town center, the Commission continued to advocate for a kiosk in a central location to serve the community with information about various activities and events, as well as meetings in town.

**Backyard Farming Initiative:** Once again this successful program was sponsored by the Agricultural Commission, the Lee Library, and the Sustainability Committee at the Jeremiah Smith Grange Hall. The programs this year centered around Backyard Animals: Wild and Domestic, focusing on understanding the beneficial as well as detrimental impact animals play in our backyards.

**Farmers Market:** The Commission continued to sponsor the Lee Farmers Market which ran from the end of May until late in September. The summer of 2018 market was very successful with as many as 20 vendors on some days. The advertising has been effective, using Facebook, mailings, word of mouth, the Lee E-Crier, banners, etc.

**Pancake Breakfast Fundraiser:** As usual, the annual Pancake Breakfast was a great success. The Commission joined with Strafford County Farm Bureau and the Durham Agricultural Commission in March to put on a breakfast featuring many local products and everything you can imagine for breakfast and more. The event, which was held at the Jeremiah Smith Grange, was a benefit for the Strafford County Youth in Agriculture Grant Program. This year 345 people came to the breakfast which required 41 volunteers working many hours to put it all together.

**Members of the Commission:** Erick Sawtelle, Dwight Barney, Kenneth Brisson, Kristin Cisneros, Charles Cox, Paul Gasowski, Laura Gund, Donna Lee Woods and Richard Babcock and Amanda Gourgue are alternate members.

## CONSERVATION COMMISSION 2019 ANNUAL REPORT

### Major Activities of Lee Conservation Commission

**Protection of Open Space and Agricultural Land:** In the Town's most recent master plan survey respondents showed very strong support for the protection of natural resources and open space in Lee. Accordingly, the Commission continues to work to expand the area of protected open space within the Town and to seek to preserve the agricultural heritage of Lee through conservation easements.

**Oversight of the Town's Conservation Easements:** The Conservation Commission is charged with overseeing most conservation easements within the Town and maintaining their boundary markers. Amanda Gourgue worked with landowners to schedule 35 monitoring visits to the Town's conservation easements by Commission members, and William Humm reported their findings to the appropriate agencies. As most towns contract this mandated task to outside agencies, the Commission's volunteers save the Town more than \$4,500 in fulfilling this responsibility.

**Advice to Planning Board and Zoning Board of Adjustment:** In accordance with its statutory responsibilities, the Commission serves as advisor to the Planning Board and Zoning Board of Adjustment on matters concerning the protection of wetlands and other issues of environmental concern. Antoinette Hartgerink assumed primary responsibility for this activity until retiring from the Commission in April 2019, after which this work was taken on by Anne Tappan. During the period covered by this report the Commission investigated and responded to seven such requests by Town Boards.

**Educational and Outreach Activities:** The Commission provided information concerning conservation easements, tick awareness, and the importance of native pollinators at the Lee Fair. During the past year member Catherine Fisher led two Frog Walks and three Nature Walks in the Town Forest and Little River Park. With the Sustainability Committee, the Commission co-sponsored the Lee's Trees Contest, with C. Fisher acting as one of the judges. A. Gourgue maintains the Commission's Facebook page informing the Town of Commission activities. Tim Moody finished his trail mapping efforts and individual maps of trails on conserved lands as well as a link to the AllTrails website with maps for trails in the Town Forest, Maud Jones Forest, and Little River Park are available at the town website.

**Management of Town-Owned Lands:** The Commission is responsible for managing Town-owned lands. During the past year, it organized, financed, and conducted campaigns against the non-native species oriental bittersweet, glossy buckthorn, and Japanese knotweed on various Town-owned properties. A. Tappan continues to work to create a management plan for the Joe Ford Wildlife Sanctuary.

**4H Campership:** Each year the Commission supports the attendance of a student from Lee to the Barry 4H Camp. Any resident interested in applying for a 2020 campership should inform Laura Gund or a member of the Commission.

Respectfully submitted, Catherine Fisher

## HERITAGE COMMISSION 2019 ANNUAL REPORT

**Archival Project:** The plan is to have new storage shelving ordered and set up in the new Archival Room located in the Public Safety Complex.

**Parish House:** Much time was spent discussing the future of the Parish House. An application was submitted in September for the newly-purchased Parish House to be considered a “Seven-to-Save” property. The application was approved and the Parish House is now on the 2018 Seven-to-Save list. The Parish House Committee, a sub-committee of the Heritage Commission, will investigate the possibility of applying for grant money to renovate the Parish House.

**Historic Signage:** The Heritage Commission selected appropriate signs, designating various buildings in town as Historic Houses/Barns/Buildings. The 1<sup>st</sup> building to receive a sign was the Town Hall, with a Soldier Blue sign which will be the color for State Registered Buildings. The Town-recognized historic barn signs will be green. It was also voted to have signs put on the “Tool Shed with Tramp Room” and the “South Lee Freight Depot/Lee Historical Society Museum.” Home owners with houses on the Historic Register were notified that signs will be provided for them.

**Banners:** This year the Commission had a special banner made up for Randy Stevens, who retired after many years working as the town Road Agent. Amy Daskal, the artist who has designed all of our banners, designed an outstanding one for Randy which hung by the Town Hall for a few weeks prior to his retirement. The other banners were hung up in the spring, at several locations, including Farmers Market banners, Welcome to Lee banners and a Little River Park banner.

**Calendars:** The photo calendar for 2019 was produced and made available for sale in December 2018.

**Shirts and Bags:** The Commission continued to sell shirts. This year cloth bags were added to the items for sale. These were made of heavy duty cotton, off-white in color and available in small and large, with the Heritage Commission logo on them.

**NH Preservation Alliance:** The Commission voted to pay for an Organizational Membership to the NH Preservation Alliance who assisted on the application for the Parish House.

**Heritage Programs:** Randy Stevens spoke about the Railroad in Lee. The Commission had his presentation videotaped and it is available at the Lee Library.

**Heritage Easements:** The Commission had several meetings with the owners of Flag Hill regarding their plans for the future. Both the Randall Farm and Flag Hill Winery were monitored this year since both properties have Heritage Easements on them.

Members of the Commission, including Alternates, are Patricia Jenkins (Chair), Scott Bugbee (Select Board Rep.), Laura Gund, Cord Blomquist, Elisabeth McCaffrey, Denis Hambucken, Donna Eisenhard and Anne Jennison.

## RECREATION COMMISSION 2019 ANNUAL REPORT

Your Recreation Commission continues to run and administer five very successful activities within our limited funding. The Easter Egg Hunt and Fishing Derby, long time town traditions, remain very popular. Model Rocket Day continues to grow in popularity and participation with over 60 children this year. The Music in the Park program is expanding and continuing to grow in popularity particularly with the introduction of food availability. The Halloween Bash was well attended this year and is expected to continue to be popular. There has been a very high interest in offering Archery, Pickle Ball and a Model Drone Day at Little River Park. We are currently looking into offering these additional programs in 2020 if funding is approved.

We as a commission are very cognizant of the increasing tax burden in Lee and have worked to be as consistent as possible with regard to past and current year's budget requests. We are also mindful that with limited resources, we need better financial balancing between sports programs offered through ORYA for youth and sports programs and other recreational activities for a wider range of ages. This "balancing" will allow the Commission to add and fund our proposed new programs and enhance the existing programs.

With the Music in the Park program along with increased usage of the pavilion, we are seeing the need for installing a cement pad for pavilion flooring. The current stone dust floor is creating a problem for the musicians and their equipment along with the flying dust created by airflow. The Recreation Commission will be looking into the cost of this project with funding from various sources.

Your Recreation Commission is comprised of five members; Larry Kindberg, Chairman, Michael Vardaro, Vice Chairman, Annette Brown, Treasurer, Kelsey Goodwin, Secretary, and Cammy Knightly, Program Director. We maintain a Facebook page at LEE NH REC. Our meetings are open to the public and are scheduled for the first Tuesday of each month at 6:30pm in the Safety Complex.

Respectfully submitted,  
Larry A. Kindberg, Chairman

## ENERGY COMMITTEE 2019 ANNUAL REPORT

The Lee Energy Committee's (LEC) mission is to promote/facilitate energy conservation and resilience, energy efficient practices, and use of renewable, sustainable energy by the Town. During FY18-19 we made progress toward three goals in the current Master Plan 2016-2026.

### **GOAL 1: Reduce energy used, total emissions, and tax dollars spent in Lee on energy annually.**

- Based on the audit, 1) we conducted research on converting the lighting in the Public Safety Complex and Transfer Station, 2) collected, analyzed, and coordinated solicited proposals from vendors, and 3) made recommendations to the Select Board. The Select Board chose a vendor and began the LED conversion of the buildings in September 2018.
- Work was completed in February of 2019. Significant savings have been estimated on the electrical use in these two buildings with a possible payback period of about 4 years.
- Conducted research on ways to reduce electricity costs at the Transfer Station, specifically by improving the insulation in the Transfer Station office. Insulation of the Transfer Station office ceiling was completed in September 2018.

### **GOAL 2: Increase public awareness of energy options for municipal, residential and business energy needs.**

- Participation in the Lee Fair with distributing energy-related educational information. Discussion of various siting's for a solar array previously approved by town vote.
- Each of the LEC members has joined Clean Energy NH in order to have access to information on new energy technology and to find vetted vendors.
- Sponsored or co-sponsored (with Sustainability Committee and/or Lee Library) a presentation on improving residential energy efficiency, as part of the NHSAVES "button up" campaign and taught by weatherization expert Andy Duncan.
- As recommended by Andy Duncan, the energy committee contacted several vendors to do a blower door test to examine the heating efficiency of the Public Safety complex.
- GDS from Manchester conducted the blower door test in May 2019.
- A GDS report was subsequently received in August detailing the deficiencies in insulation and making some recommendations.

### **GOAL 3: Analyze energy efficient measures for municipal buildings.**

- In April 2019 the committee began to work with ReVision Energy to find possible sites for a ground mount Solar array in the vicinity of the Public Safety Complex and/or Transfer Station.

## FRIENDS OF THE LEE LIBRARY 2019 ANNUAL REPORT



The Friends of Lee Library had a great year with strong membership, a variety of sponsored library programs, and wide use of the sponsored museum passes.

Membership was a key focus this year, since membership funds the majority of Friends sponsored programs in the Library.

- The successful yearly membership campaign in July and August resulted in \$4,900 in memberships; a 28% increase from the previous year.

**Your** membership enables the Friends to provide library programs including:

- Museum passes for free or reduced admissions to twelve museums in New Hampshire and Massachusetts (used 308 times).
- Children's programming during summer and school vacations:
  - a. July 2018 Wildlife Encounters, shared w/Madbury and Durham, 200 attendees
  - b. August 2018 Cactus Head Puppets, shared w/Madbury, 46 attendees
  - c. February 2019, Magic by George, shared w/Madbury, Durham, 107 attendees
  - d. April 2019, Bryson Lang Comedian, shared w/Madbury, Durham, 125 attendees
- Adult programming throughout the year:
  - a. October 2018, Charlotte Mandel, Alcohol Prints, 7 attendees
  - b. November 2018 Tina Sawtelle Holiday Flowers, 53 attendees
- Family programming:
  - a. December 2018, Holiday Concert with Dave Ervin and a selection of the Oyster River Middle School Jazz Band (114 attendees).

TOTAL attendees at Friends of Lee Library sponsored activities: 652

Thank you for being a *Friend* and supporting library programs in Lee!

Respectfully submitted,  
Deb Sugerman  
President, Friends of the Lee Library

*The Friends of the Lee Library is an independent, 501(c)(3) corporation.*

## HISTORICAL SOCIETY 2019 ANNUAL REPORT

The Society was honored to have the museum placed on the State Historic Register on September 5th. We also supported the application of the Parish House on the Seven-to-Save-List. Both of these endeavors are part of our mission to preserve Lee's historic buildings.

The Society has increased our outreach to the community via Facebook and Neighbor Lee, thanks to Katrin Kasper and Scott Bugbee. These sources have enabled access for mini Lee history lessons for our residents. Our web site continues to grow with the help of Charlotte Mandell. Genealogy researchers are now able to reach us directly. Our business community has provided another outlet for history education as the Lee Postal Center has on display pictures of the former South Lee Post Office.

We supported children in several ways. We welcomed Mast Way's 3rd grade classrooms for a tour of the museum building. We supported the Oyster River Middle School 6th grade Wizard Team with pictures and information on the Grange, railroad and speedway. We provided pictures of former buildings at the Lee Traffic Circle and railroad to Cub Scout Den Grade 2.

Our museum continued to be open the 3rd Saturday of the month, for 8 months out of the year. We also provided a few tours by appointment. We sold books and maps, plus answered questions about Lee's history at the Lee Fair at Little River Park.

The Society made progress in evaluating one of its collections. Astrida Schaeffer made an assessment of our clothing collection. The collection may be considered small, but it contains some valuable items. We hope to have our large hat collection assessed soon.

We co-sponsored four free public programs with the Lee Library. The fall 2018 programs were N.E. Woodland stories told by Anne Jennison and "The Trains in Lee" presented by Randy Stevens. The spring 2019 programs were "Gravestones and Graveyards in NH" sponsored by NHHC and a Pontine Theater production with the "Tales of New England Life of Alice Brown."

In April the Society held its annual meeting at the Jeremiah Smith Grange. After a potluck meal enjoyed by all, Jan Allen made a presentation on our newly assessed clothing collection. Members had fun wearing hats and sharing stories about their experiences of living in our small New England town of Lee. Anyone who is interested in the history of our town is welcome to join us.

Respectfully submitted,

Phyllis White

*The Lee Historical Society is an independent, 501(c)(3) corporation.*

## LAMPREY RIVERS ADVISORY COMMITTEE 2019 ANNUAL REPORT



10.1.2018 - 9.30.2019

As required by RSA 483 and the NH Rivers Management & Protection Program, representatives from ten towns in the Lamprey River watershed continued to implement the *2013 Lamprey Rivers Management Plan* with help from multiple partners\*. The final plan, approved on Sept. 26, 2013, is available at town offices and on [www.lampreyriver.org](http://www.lampreyriver.org).

**PROJECT REVIEW:** The project review subcommittee reviewed 29 projects in 9 towns that require NHDES permits for wetlands, shoreland, and alteration of terrain. Comments were sent to the NHDES, project engineers, and affected town conservation commissions and planning boards. Per RSA 483, the LRAC cannot grant or deny permits, but its comments must be considered by the NHDES.

**EDUCATION & OUTREACH:** LRAC again partnered on a river herring day at Macallen Dam, attended events at schools, libraries, and local fairs, and sponsored a guided eco-paddle. *Chick and Dee-Dee's Lamprey River Adventure* was shared at libraries and elementary schools. Articles were published and special topics were presented at libraries and senior centers.

**RECREATION:** LRAC funded two kiosks along the river: Tilton Conservation Park in Epping and the Thompson Forest in Durham. A grant to the Epping Conservation Commission enabled the floodplain trail at Tilton Conservation Area in Epping to receive new sign posts and three new bridges to help visitors understand and navigate this special habitat. A canoe access sign was installed to identify the site for paddlers.

**WATER QUALITY:** LRAC funding ensured that years of volunteer water quality data were not interrupted. The third phase of trend analysis covering 23 years of river water quality data was completed.

**WILDLIFE:** Two videos featuring interviews with naturalist David Carroll were commissioned and will be available in 2020.

**LAND PROTECTION:** The Wild and Scenic Subcommittee helped permanently protect 113.5 acres in Epping, with over 1 mile of Lamprey River frontage. A grant to the Barrington Conservation Commission was used to create maps of overlapping natural resources most in need of protection. A grant to the Raymond Conservation Commission will be used to map and prioritize wetlands.

**PLANS FOR 2020 & ITEMS TO WATCH:** The committee will continue to do project reviews and work on goals and actions identified in the *Management Plan*. A historical panel for Doe Farm in Durham will be created. LRAC Community Grants will include support for the development of a nutrient budget for segments of the main stem river and improvements and signage for the Little River Park in Lee.

\*Funds to support this work were provided by the National Park Service under CFDA 15.962 – National Wild and Scenic Rivers System.



## SUSTAINABILITY COMMITTEE 2018 ANNUAL REPORT

In its fourth year, the Lee Sustainability Committee (LSC) continues to foster an ethic of sustainability and resilience among the citizens of Lee, through education, outreach, advocacy, and action. Our mission is to become a coordinating point in the community for sustainable practices. This year we focused on Lee's trees, composting, waste stream reduction, and more thoughtful consumption practices.

In coordination with Mast Way School, the Lee Conservation Commission, the Lee Public Library, the Lee Heritage Commission and the Lee Historical Society, we concluded the 'Lee's Trees Contest', which honored many of Lee's biggest, most unique and beautiful trees through science and art. We had over 30 entries and presented 13 awards, including the 'Best of Show', which was presented to Heather Buswell's 4<sup>th</sup> Grade Class at Mast Way School for their entry of 'The Umbilical Tree,' a book that was inspired by Catherine Fisher's many nature walks with the classes.

In addition, the committee concentrated on ways to reduce the town's waste stream. Working with the Lee Transfer Station and the Lee Solid Waste Committee, the LSC introduced an outreach campaign through the E-Crier under the headings of "Composting," "Over the Wall and into the Bin," the "Transfer Station Pop Quiz" and "One Bin at a Time." As part of this initiative, Jen Messeder, Dean Rubine and Paul Gasowski published more than 20 articles in the E-Crier. Over the summer, the Sustainability Committee began to assist with education and outreach for the Transfer Station. Check out the LSC web site and Facebook page for more.

A central theme of reducing our waste stream has been the 'Use Less Campaign,' a collaboration between the Sustainability Committee, the Transfer Station, the Agricultural Commission and the Solid Waste Committee. Events have included the 'Useless Contest,' which targeted bad purchases and useless items, and the 'Fix It, Mend It, Repurpose It Workshop' in November that brought together exhibitors and artisans in woodworking, rug braiding, sewing, basic electronics, bicycle repair and tool sharpening to share skills and techniques.

For the 3rd year, the LSC joined with the Lee Agricultural Commission and the Lee Public Library to co-sponsor the 'Backyard Farming Initiative.' This popular program offered monthly sessions from January through May at the Lee Grange. The focus for the 5 monthly sessions was 'Animals: Wild and Domestic.'

Finally, in coordination with the Oyster River Food and Nutrition Program and a range of committees from the school district and Lee, Durham and Madbury, the LSC will present the *Use Less Arts Festival and Zero Waste Dinner* in March of 2020. The festival will feature a zero waste, locally-sourced community dinner, created by the Oyster River Food and Nutrition Program, along with exhibits and performances that focus on items that were 'saved' from the waste stream. The evening will conclude with a community square dance.

Committee Members include Paul Gasowski (Chair), Chuck Cox, Jennifer Messeder and Dean Rubine. We are always looking for more members and volunteers.

## **CEMETERY TRUSTEES 2019 ANNUAL REPORT**

The Cemetery Trustees continue to manage the maintenance of the trust-funded cemeteries, sell plots, purchase flags and flag holders, and work closely with the Highway Department and the Trustees of the Trust Funds.

The Cemetery Trust Funds for 2018-2019 yielded interest totaling \$4919.56. There are 256 private cemetery trust funds. There were no cemetery plots sold during this period. The proceeds from the selling of plots are placed with the Trustees of the Trust Funds. Only the interest from these funds can be used for maintenance.

In March of 2019 Peter Hoyt was elected as a new Cemetery Trustee to replace Marianne Banks. In April of 2019 it was decided to increase the charges for burials due to the rise in costs. The hiring of a new excavating company to dig the graves became necessary as did the search for a new Cemetery Superintendent. In the meantime, it was decided that the Highway Department would take over the Superintendent duties.

During the May 15, 2019 meeting, Pete Hoyt was elected Chair and Ms. Eisenhard took over the duties of Bookkeeper. Ms. Neil tendered her resignation at this time and Jeff Liporto was appointed by the Select Board to finish out the rest of her term. During this meeting the members discussed pruning and the removal of encroaching bushes, turning the C and D rows in the new section in the Lee Hill Cemetery into cremation only burials and giving Mr. Liporto a tour of the private trust cemeteries and the Old Parish cemetery. Since the new Public Works Manager is licensed to do chemical applications there will no longer be a need to hire out for this service. The bush pruning and/or removal at Lee Hill and Old Parish will be handled by either the Highway Department or private contractors. Stone cleaning estimates for Lee Hill Cemetery will be requested.

We want to thank the highway department crew for their willingness to assist the Cemetery Trustees with the maintenance of the Lee cemeteries.

We thank the VFW Post 10676 for placing and removing the memorial flags on the veterans' graves at all the Lee cemeteries. The placement of these flags show honor to those who have fought for our freedom. This is hard work and is greatly appreciated by the Trustees.

We greatly appreciate that everyone continues to abide by the Cemetery Rules and Regulations. These rules and regulations plus plot and burial costs can be found on the town website under Cemetery Trustees. We continue to urge visitors to clean up flowers and decorations at the end of the seasons. Trash cans are available in the Lee Hill Cemetery. Your help allows the maintenance crew to work efficiently and to keep our cemeteries neat and appealing.

Respectfully Submitted,  
Peter Hoyt, Chair  
Donna Eisenhard, Bookkeeper  
Jeff Liporto

## LIBRARY BOARD OF TRUSTEES 2019 ANNUAL REPORT

In FY 2018-2019 the Lee Public Library Board of Trustees:

- Approved changes to several sections of the Employees Handbook;
- Worked with the Town Center Vision Committee on the library portion of the Town Center Project in preparation for the bond vote in March;
- Approved the hiring of new employees as vacancies occurred;
- Began planning the next steps and phases of renovating and expanding the existing library building;
- Continued successful collaboration with Lee Agricultural Commission, Lee Sustainability Commission, Lee Historical Society, Lee Heritage Commission, and Lee Energy Committee to bring programs and information to our residents;
- Continued to work with the Friends of the Library to bring quality programs to residents of all ages.

In March 2019, Katrinka Pellecchia was re-elected and Camellia Knightly was elected to the board for three-year terms; Peg Dolan was re-appointed as an alternate trustee. The trustees want to thank Bob Simpson and William Johnson for their service as trustees and Cindy von Oeyen for her service as an alternate trustee.

Respectfully submitted,

Lee Public Library Board of Trustees

Annamarie Gasowski

Katrinka Pellecchia

Bill Johnson

Bob Simpson

Cynthia von Oeyen and Peg Dolan, Alternate Trustees

## COMMUNITY ACTION PARTNERSHIP OF STRAFFORD COUNTY 2019 ANNUAL REPORT



Community Action Partnership of Strafford County (CAPSC) is a 501(c)3 private, non-profit organization established in 1965. CAPSC works with our community, state, and federal partners to assist more than 11,000 low income children, families, and adults each year. Our mission is to “*educate, advocate, and assist people in Strafford County to help meet their basic needs and promote self-sufficiency.*” CAPSC is governed by a volunteer Board of Directors, one-third of who are consumers of our services. We have 130 employees, and a \$13.5 million operating budget, which includes federal, state and local funds in addition to foundation and United Way grants, fees for service, and individual and corporate donations.

### **2018 – 2019 Service Highlights:**

- 46 households in Lee received over \$43,586 in fuel assistance during the 2018 – 2019 heating season – an average of \$948/household.
- Over the past year, 51 Lee households received a discount on their electric bill through CAPSC’s Electrical Assistance Program at a value of \$23,452 – an increase of 76% over last year.
- CAPSC weatherized three homes in Lee last year.
- Three individuals or families on the verge of homelessness or literally homeless, received emergency housing services from CAPSC programming.
- CAPSC assisted 15 Lee households with emergency food at a value of \$600 or \$40/pantry visit.

CAPSC operates three emergency food pantries in Dover, Rochester and Farmington, and is the only food pantry in the area open five days per week. Our nutrition program provides nearly 750 holiday food baskets to families in need each year, a benefit six (6) Lee families in need took advantage of during the 2019 holiday season. CAPSC provided nearly 64,000 meals to children ages 0 to 18 through its Summer Meals and After-School Meals programs last year.

Without the services provided by our agency, many local residents would be without a means to provide for their basic needs as they find a pathway out of poverty. At CAPSC, we help our clients to become or remain financially and socially independent through 64 coordinated programs that address basic needs such as food, housing, education, transportation, employment and job training, childcare, and utility assistance. CAPSC maintains its outreach capacity by operating offices in Dover, Rochester and Farmington, and Head Start Centers in Dover, Farmington, Milton, Rochester, and Somersworth.

Thank you for your continued support of our mission. We are grateful for your investment in CAPSC!

Betsey Andrews Parker, MPH Chief Executive Officer

## READY RIDES TRANSPORTATION ASSISTANCE 2019 ANNUAL REPORT

### 2019 Accomplishments and Goals for 2020

Ready Rides Transportation Assistance organization provides curb-to-curb rides at no charge for all medical-related appointments for those residents living in Lee that are 55+ and persons with disabilities. Our vetted volunteer drivers use their own vehicles to provide transportation services. Mileage reimbursement is available for all drivers. Ready Rides also provides rides to residents living in Barrington, Madbury, Northwood, Newfields, Durham, Nottingham, Newmarket and Strafford. Ready Rides is not bound by travel distance. Accessible rides are available.

Ready Rides was established in 2012 and is a 501(c)(3) independent, nonprofit organization.

### 2019 Fiscal Year Accomplishments:

#### **Ride Statistic:**

Number of Vetted Lee Drivers:	3
Total number of confirmed trips completed to date for Lee residents:	1004
Number of registered Lee residents using our service:	32

### Ready Rides Goals for 2020

To have an expanded number of vetted drivers to be able to provide rides to everyone that asks.

We are always in need of new drivers to help with the growing need of ride requests. Come join our team of volunteer drivers! Please call our Coordinator for more information (603) 244-8719.

Respectfully submitted by: Tahja Fulwider, Volunteer Driver Coordinator

Ready Rides P.O. Box 272 Northwood, NH 03261

[info@readyrides.org](mailto:info@readyrides.org) - [readyrides.org](http://readyrides.org)

(603) 244-8719

## STRAFFORD REGIONAL PLANNING COMMISSION 2019 ANNUAL REPORT



Established by state legislation in 1969 the regional planning commissions serve in an advisory role to local governments and community organizations. Strafford Regional Planning Commission's (SRPC) mission is to assure that the region is responsive to the needs of its residents through cooperative actions with municipalities and federal and state agencies, through the implementation of regional plans, and through local planning assistance. The Commission's professional staff provide transportation, land use, economic development, hazard mitigation, water, public health, and natural resource planning services; geographic information services (GIS); data collection and analysis; facilitation; and project management.

### **2019 Specific Accomplishments in Lee:**

(Value of each service provided at no cost to the town is included in parenthesis)

- Completed the process to update the town's hazard mitigation plan, which was approved by FEMA in January 2019. (SRPC contract with the town)
- SRPC, in collaboration with the University of New Hampshire (UNH) and Geosyntec Consultants, partnered with the town to update floodplain maps with new topographic and stream flow data. In FY 2019, SRPC received draft maps from GeoSyntec showing preliminary results of simulated flood inundation extent; spoke about the project at the New England Municipal Sustainability Network (NEMS) spring meeting; and joined Geosyntec at the town's planning board meeting in May to present a project update and allow for review of maps. (SRPC DES Funds: \$35,000, UNH Funds: \$5,950. In-Kind Match raised from various sources: \$16,372, Total \$57,322)
- Conducted four traffic counts to support local and state planning efforts. (2019 Traffic Count Season: \$600)
- Analyzed crash data for a potential road safety audit.
- Completed several updates to the town's road map.
- Presented to the town's Select Board and facilitated discussion on how SRPC could assist the town.

### **2019 Regional Accomplishments:**

- Received program funding for Strafford Economic Development District from the Economic Development Administration (EDA).
- Earned the 2019 Source Water Sustainability Award at the New Hampshire Department of Environmental Services Drinking Water Conference.

- Received funding from the Environmental Protection Agency (EPA) to continue the Strafford Economic Development District's Brownfield program.
- Earned the 'Excellence in MPO coordination and partnership' award from the Association of Metropolitan Planning Organizations (AMPO).
- Completed regional co-occurrence maps which helps identify the presence of multiple key natural resources-based criteria important for conservation.
- Drafted a recreation inventory map for each regional community for the Pathways to Play project.
- Completed regional Bicycle Level of Traffic Stress analysis.

#### **Upcoming projects:**

- Finalize revisions to the town's existing floodplain ordinance, which will go to the voters in March 2020 for adoption.
- In 2020 SRPC will update the regional Long-Range Transportation Plan, Comprehensive Economic Development Strategy, and Housing Needs Assessment, providing valuable information and data for local planning efforts.

#### **Commissioners:**

- The Town does not currently have any appointed Commissioners.



In 2018, the Town of Lee was awarded a grant from NH the Beautiful (NHtB) in the amount of \$3,110.00. This grant was used toward the purchase of an Open top 50 Yard Container and a closed 45 yard container for compactors. The Town had to purchase new containers; one open top for C&D and for other solid waste materials. The Town also purchased another closed container for their compactors. The current containers would need repairs on the main supports where they had areas of rotted metal, crack welds, and would also need door repairs.

NH the Beautiful, Inc. ([www.nhthebeautiful.org](http://www.nhthebeautiful.org)) is a private non-profit charitable trust founded in 1983. All NHtB funding comes from voluntary donations made by the soft drink, grocery, and malt beverage industries in NH.

NHtB has been helping New Hampshire communities improve their recycling programs for over 30 years by providing equipment grants and recycling signs as well as offering discounted pricing on recycling bins and containers.

NHtB New Hampshire the Beautiful, Inc. also supports the NRRRA School Education Program (the CLUB). The Northeast Resource Recovery Association (NRRRA) ([www.nrra.net](http://www.nrra.net)) is administrator for the New Hampshire the Beautiful programs.

NH the Beautiful is pleased to support the Town of Lee its efforts to improve its recycling program.



**VISIT THE TOWN'S WEBSITE**  
**leenh.org**

**Subscribe to E-Alerts**

(E-Crier, News/Announcements, Select Board Minutes and/or Agendas, Fire Danger)

**View the Meetings Calendar**

(Meetings, Elections, Special Events)

**Download Forms and Documents**

(Abatement & Exemption Applications, Building Permits, Welfare Application, etc.)

**View Meetings via the Media Site**

(Select Board Meetings and Deliberative Sessions)

**MEETINGS**

Select Board Meetings	Every Other Monday
Agricultural Commission	Last Tuesday of the Month
Conservation Commission	1 <sup>st</sup> Monday of the Month
Heritage Commission	3 <sup>rd</sup> Thursday of the Month
Recreation Commission	1 <sup>st</sup> Tuesday of the Month
Cemetery Trustees	4 Times per Year
Library Trustees	2 <sup>nd</sup> Wednesday of the Month

**DUE DATES**

Tax Abatement Application	due by MARCH 1 <sup>st</sup>
Elderly/Disabled Tax Deferral Application	due by MARCH 1 <sup>st</sup>
Current Use Application	due by APRIL 15 <sup>th</sup>
Tax Credit/Exemption Application	due by APRIL 15 <sup>th</sup>
Dog License	due by APRIL 30 <sup>th</sup>
Report of Wood/Timber	due by MAY 15 <sup>th</sup>
Town/School Elections	2 <sup>nd</sup> Tuesday in MARCH

**TOWN OFFICES CLOSED ON HOLIDAYS**

New Year's Day	Independence Day
Martin Luther King Jr Day	Veteran's Day
Presidents' Day	Thanksgiving Day
Memorial Day	Thanksgiving Friday
Labor Day	Christmas Day



## TOWN OF LEE

7 Mast Road  
Lee, NH 03861

### TOWN DIRECTORY

#### EMERGENCY

LEE POLICE DEPARTMENT

911

659-5866

#### LEE FIRE AND RESCUE

MCGREGOR MEMORIAL AMBULANCE

659-5411

862-3674

SELECTMEN'S OFFICE/TOWN HALL

659-5414

TOWN CLERK/TAX COLLECTOR OFFICE

659-2964

PLANNING/ZONING OFFICE

659-6783

PUBLIC LIBRARY

659-2626

HIGHWAY DEPARTMENT

659-3027

TRANSFER STATION

659-2239

#### OYSTER RIVER SCHOOL DISTRICT

SAU Office

868-5100

Mast Way School

659-3001

Moharimet School

742-2900

Oyster River Middle School

868-2820

Oyster River High School

868-2375

Transportation Office

868-1610

#### WEBSITES

Town of Lee

[www.leenh.org](http://www.leenh.org)

Public Library

[www.leelibrarynh.org](http://www.leelibrarynh.org)

School District

[www.orcsd.org](http://www.orcsd.org)